



Trainee Remediation

*Baltimore City Police
Department*



Mind-Mapping

In your groups, discuss your definition of “remedial training” and brainstorm ways you have provided “remediation”.

Be prepared to share.



Objectives

Define

Define the term remedial.



Identify

Identify examples and resources for each step in the remedial process.



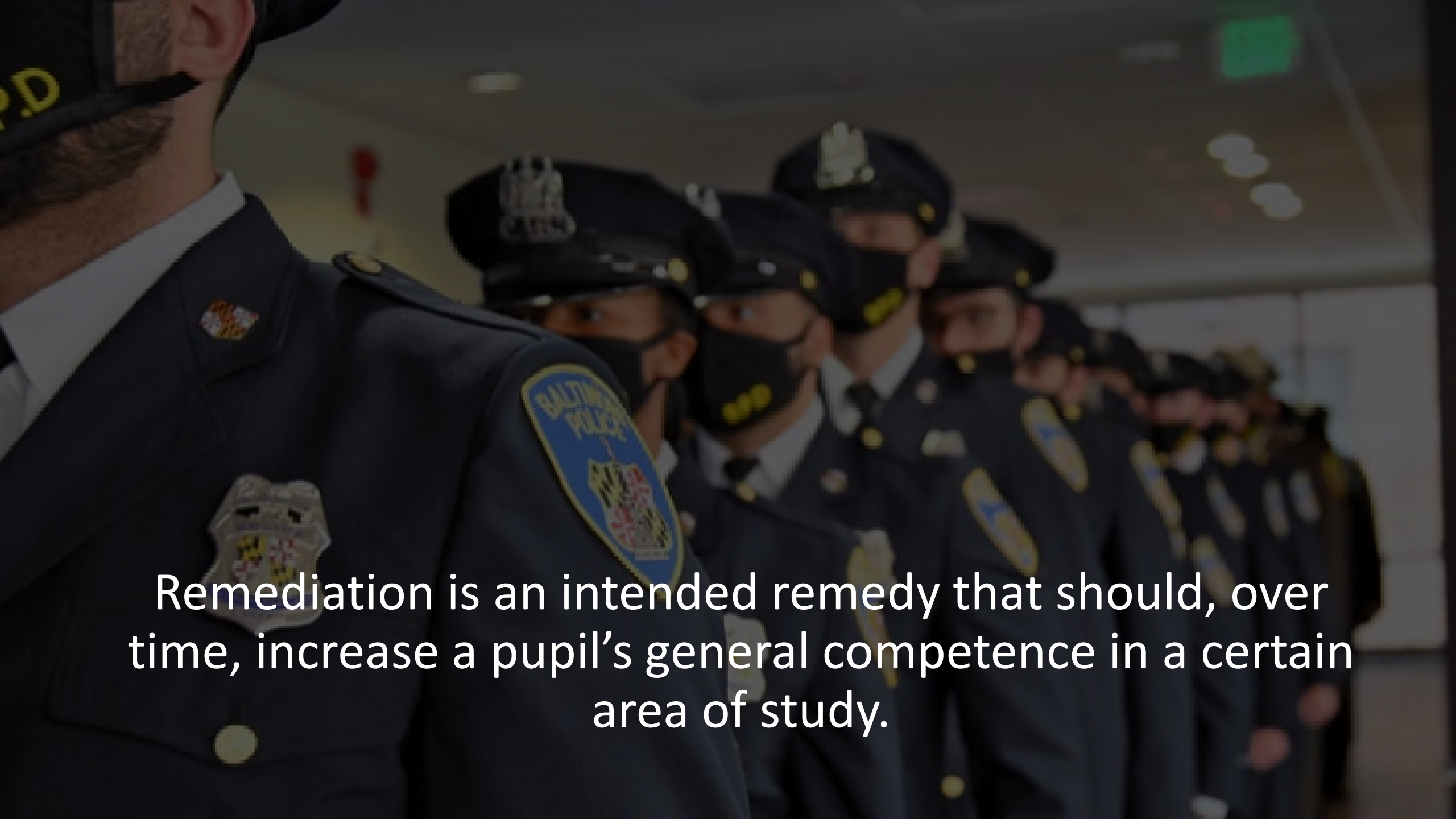
Explain

Explain the importance of remedial training in the field training process.



Write & Discuss

Write a remedial plan and discuss through a scenario exercise.

A line of Baltimore Police officers in uniform and masks. The officers are wearing dark blue uniforms with "BALTIMORE POLICE" patches on their sleeves. They are standing in a line, facing forward, in what appears to be a hallway or indoor setting. The background is slightly blurred, showing a green exit sign and some ceiling lights.

Remediation is an intended remedy that should, over time, increase a pupil's general competence in a certain area of study.

Remediation Steps

GROUP ACTIVITY:

Break into groups of 6. Each person picks 1 of the 6 steps. Discuss an example resource for the



Identify the area that requires remediation



Document remedial plan



Establish clear and concrete goals



Discuss the plan

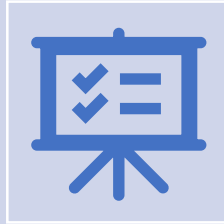


Re-evaluate

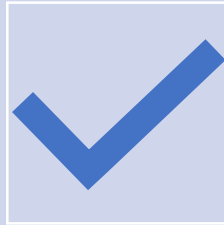


Record progress

Step 1: Identify the area that requires remediation



The FTO should be referencing the DOR's to note the areas listed that the trainees performed less than satisfactorily.



Rating below 3 consistently on 3 or more DOR's in a phase needs to be addressed.

Step 2: Document remedial plan



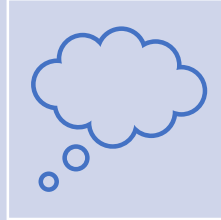
All remediation should be documented on the “Remedial Form” in the DOR book.



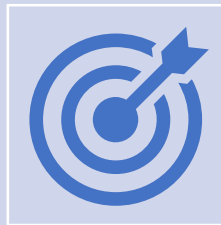
Documentation is key!

Step 3:

Establish clear & concrete goals



Be clear and realistic about the goals that are set in the remedial plan.

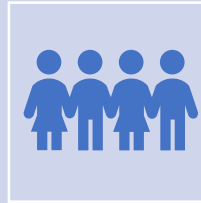


For Example: If a trainee is struggling in the area of report writing, an example of a goal could be “writing a police report with little to no assistance from you.”

Step 4: Discuss the plan



Be sure the remedial plan is discussed with the trainee. They also need to sign it.

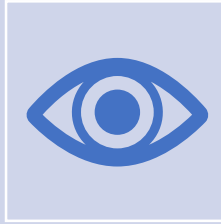


Supervisor, FTO Coordinator, FTO, and trainee should all be informed and have a copy of the plan.



At a minimum, the FTO Coordinator or Supervisor should be present when the remedial plan is discussed with the trainee.

Step 5: Re-evaluate

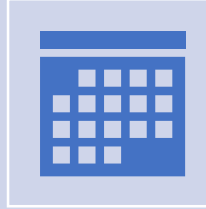


You should be re-evaluating at the conclusion of the remedial plan to ensure the trainee is making progress.



Assess if more time is needed for remediation.

Step 6: Record progress



Document the trainee's progress ...
DAILY.



Document on the Final Phase
Evaluation sheet in the DOR book.

Remediation

REMEDIAL TRAINING AND EVALUATION PROGRAM		
REMEDIAL TRAINING PLAN		
DATE:	TRAINEE:	SEQ #
07/01/2014	James Smith	J-999
FTO:		SEQ #
Mary Jones		J-888
<p>This form is to be used by the FTO to document a remedial training plan for his or her trainee. The FTO will create a Remedial Training Plan to effectively deal with an issue (or issues) that is causing substandard performance in their trainee. The remedial training plan needs to be: Specific, Measurable, Attainable, and Realistic.</p>		
<p>YOU HAVE BEEN EVALUATED IN THE FOLLOWING ATTITUDE AREA(S) OF:</p> <p>Officer Safety / Legal Authority / Field Encounters / Stop and Frisk / Self-Awareness</p>		
<p>EXPLAIN THE SPECIFIC PROBLEM(S) WITH THE TRAINEE:</p> <p>Throughout training phases "2" of the training program, Officer Smith has had difficulties with aspects of officer safety. Officer Smith has continually driven his police car in front of addresses when responding to calls for service. Officer Smith also is showing inattention when dealing with suspects. When Officer Smith is engaged with a suspect during a field activity, he will take his eyes off the suspect and conduct an NCIC check in front of the suspect. This has happened on three occasions. Officer Smith is still unable to demonstrate his legal authority as a police officer during calls for service.</p> <p>During an arrest situation, Officer Smith becomes confused with the legal procedures of making the arrest. Officer Smith also has difficulties applying "Terry v. Ohio" to subject stops on the street. Officer Smith needs to become more aware of his legal authority while working as a police officer.</p> <p>The last competency Officer Smith is having difficulty with is Self-Awareness. Officer Smith becomes</p>		

DURING THE NEXT two (2) WORKING SHIFTS, YOUR ASSIGNMENT WILL BE AS FOLLOWS:										
<p>Create two written scenarios that are applicable to the 4th Amendment and "Terry v. Ohio" contacts with citizens. You will then successfully describe: when, how, and why the officer in the scenario developed reasonable suspicion to perform the "Terry" stop and frisk. You will also define "reasonable suspicion", "probable cause", and Miranda rights.</p> <p>You will participate in two practical scenarios presented by the FTO to demonstrate your understanding "reasonable suspicion", "probable cause" and "Terry stops". You will be assessed on your ability to handle the situation while paying special attention to tactical positioning, investigative interviewing, and proper communication skills.</p> <p>You will provide journal entries on how you have handled situations when given criticism and negative feedback. You will develop a plan of action to address this area. These journal entries will be presented to the FTO upon demand for review.</p>										
TRAINEE SIGNATURE:	DATE:									
FTO SIGNATURE:	DATE:									
DISTRICT FTO COORDINATOR SIGNATURE:	DATE:									
<p>SIGNATURES ARE REQUIRED AT THE TIME THE ASSIGNMENT IS MADE</p> <p>FOLLOW-UP</p> <ul style="list-style-type: none">A written explanation must be provided if the Remedial Training Plan was not completed.If the trainee is performing at a "satisfactory" level in all areas for which they were receiving remedial training, they should continue in Phase 3 to completion of the FTEP.If the trainee is not performing at a "satisfactory" level at the conclusion of the Remedial Training Plan, a decision must be made to either provide another Remedial Training Plan or recommend termination.										
<table border="1"><tr><td>1. HAS THE TRAINEE COMPLETED THE REMEDIAL TRAINING PLAN?</td><td>YES</td><td>NO</td></tr><tr><td>2. IS THE TRAINEE PERFORMING AT A SATISFACTORY LEVEL?</td><td>YES</td><td>NO</td></tr><tr><td>3. HAS AN ADDITIONAL REMEDIAL TRAINING PLAN BEEN ASSIGNED?</td><td>YES</td><td>NO</td></tr></table>		1. HAS THE TRAINEE COMPLETED THE REMEDIAL TRAINING PLAN?	YES	NO	2. IS THE TRAINEE PERFORMING AT A SATISFACTORY LEVEL?	YES	NO	3. HAS AN ADDITIONAL REMEDIAL TRAINING PLAN BEEN ASSIGNED?	YES	NO
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TRAINEE SIGNATURE/DATE: _____										
FTO SIGNATURE/DATE: _____										
FTO COORD/DESIGNEE SIGNATURE/DATE: _____										

SCENARIO

In your group, read the scenario and create a remedial plan.

Be prepared to present and discuss your plan.

Scenario 1

Scenario 1

Trainee John Smith K-000

Your trainee is in Phase 3 of field training. You have noticed that he is still struggling in the area of report writing. Despite your efforts, Trainee Smith is not gathering victim information. Also, he has major spelling and grammatical errors. In the report writing category, he has 7 DORs that have been rated below satisfactory.

Directions: Author a remedial plan to remedy his deficiencies.

Scenario 2

Scenario 2

Trainee Ashley Redstone L-000

Your trainee is in Phase 4 of field training. She has been working the same sector and post with you every day. However, she is still having trouble finding her way around the post without your assistance and is constantly forgetting to clear intersections while driving code one. Trainee Redstone has been rated below satisfactory on 5 DORs in Phase 4.

Directions: Author a remedial plan to remedy her deficiencies.

Scenario 3

Scenario 3

Trainee Charles Brown J-000

Your trainee is in Phase 3 of field training. He has handled, with your assistance, several domestic related calls and still cannot properly handle a domestic assault. Trainee Brown neglects to give the victim the proper resources. He offers assistance to the victim for filling out a protective order. Trainee Brown did not understand why you were making a domestic related arrest for an assault that did not happen in your presence. On 6 DORs, during this phase, Trainee Brown has received below satisfactory ratings in various categories such as law, policy, investigating, and victim interviewing.

Directions: Author a remedial plan to remedy his deficiencies.

Remediation Resources

Policy

Digest of Criminal Laws

Scenario-based Training

Report Writing Manual

Secondary FTO

District Coordinator

Training Academy

What should you do if your remedial efforts have been exhausted and the trainee is showing little to no progress?



Advise Supervisor and District Coordinator



Assess if more time is needed for remediation



Write an Administrative report



Make a recommendation for the Trainee

(Remedial, Extension, Be re-assigned to another FTO, attend additional training, be reassigned to shift or district that works at a slower pace)

Remember...

Remediation is not going to fix everything.

However, we must make efforts to provide additional assistance when trainees are showing deficiencies in areas of training.





Questions?

