



DAVE YOST
OHIO ATTORNEY GENERAL



Ohio Peace Officer Training Commission
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London, OH 43140
www.OhioAttorneyGeneral.gov

Peace Officer Instructor – Special Subject Application

The following criteria must be met:

- Must be a high school graduate or possess a GED
- Five years' experience in area specialty, three of which must be full-time
- Completion of OPOTC-approved 80-hour Instructional Skills course or Bachelor's Degree in Education; or current Ohio Department of Education Career Technical Education (CTE) license

Exceptions to the training requirements are:

- Attorneys licensed in the state of Ohio who apply for certification in any legal topics. (Submit a copy of your attorney registration card.)
- Duly qualified First Aid instructors for American Heart Association, Red Cross, or American Safety and Health Institute who apply for certification in any first aid topics. (Submit a copy of your instructor card.)
- Duly qualified Instructors in Homeland Security who apply for certification in any homeland security topics.
- Master's degree in communications –or– Master's degree in a related field with a concentration in communications who apply for certification in communication topics: 03-09, 03-10 and 03-11
- Certificate in Alternative Dispute Resolution/Mediation -or- a Juris Doctor (JD) who apply for certification in Communication topic: 03-11
- Licensed Clinical Psychologist, Certified Clinician, Certified/Licensed Counselor, or Licensed Therapist with documented experience or certification in trauma treatment, PTSD, or first responder wellness who apply for certification in Incident Debrief Training, topic: 03-12

Please include the following information with your application:

- Training certificates or transcripts showing completion of courses which will allow a person to learn specific knowledge and skills in the topics for which the instructor desires certification
- Recommendation of a currently approved OPOTC Peace Officer Basic Training commander

Refer to “Guidelines for Basic Peace Officer Instructor Certification” for minimum criteria to teach an individual topic.

Utilize the curriculum sheet on the last page of the application to indicate the topics in which the instructor desires certification.

Return application with all supporting documentation to:

Email: OPOTC.Instructors@OhioAttorneyGeneral.gov

Ohio Peace Officer Training Commission
Professional Standards Division
P.O. Box 309
London, Ohio 43140



Peace Officer Instructor- Special Subject Application

This form may be emailed to: OPOTC.Instructors@OhioAttorneyGeneral.gov

Name _____ Alias: _____
Last First Middle

Address _____
No./Street/P.O.Box City County State Zip Code

Phone Number: _____ - _____ - _____ SSN (Last 5): _____ DOB: _____ Male ☐ Female ☐

Email _____

***Email required for receiving Certificate.**

☐ By checking this box, you are authorizing OPOTC to add your Instructor information to the Instructor Directory on OHLEG. You may be contacted in their efforts to find an instructor.

Commander Email _____

☐ Check if certificate is also to be emailed to Commander.

I. Education

High School Diploma/GED

High School Name	Address	Date received

Full-time experience in the subject area to be taught

Agency Name	Time employed	Title/Position	Dates of Employment

Completion of 80 hour Commission approved Instructional Skills Course (attach certificate)

Location of Instructor Skills Course	Dates Attended	Date Completed



II. Background Information

Have you ever been investigated, disciplined, or terminated for any matters alleging theft, falsification, dishonesty, violence, immorality, ethical misconduct, and/or sexual misconduct? If yes, include a detailed summary.

☐ Yes ☐ No

Have you ever been convicted of a felony, or are you subject to a firearms disability or prohibition? If yes, include a detailed summary.

☐ Yes ☐ No

I declare that the information in this application is true and correct to the best of my knowledge.

Name of Applicant

Signature of Applicant

Date

III. Commander Recommendation and Intent to Employ

(initial) I attest that the information provided in this application is, to the best of my knowledge, true and accurate. I understand that falsification of any information may impact my ability to command this school or future schools, may impact my status as an OPOTC-certified commander, and may carry other legal consequences.

(initial) Within the next 12 months, I intend to employ this applicant as an instructor in an OPOTC-approved academy that I will command.

Attesting to the above, I recommend this application be accepted and the applicant certified.

School Commander's Name

School Commander's Signature

School Name

OPOTC BTC Number

Date

Phone Number

Email



Peace Officer Basic Training Curriculum (Effective 07/01/2023)

1. Administration

- ___ 1. Introduction to Basic Training (Commanders)
- ___ 2. Introduction to Policing
- ___ 3. Fundamentals of the Criminal Justice System
- ___ 4. Community Diversity & Procedural Justice*
- ___ 5. Ethics & Professionalism**
- ___ 6. Below 100*
- ___ 7. Report Writing**

2. Legal

- ___ 1. Legal Basics*
- ___ 2. Ohio Revised Code*
- ___ 3. Arrest, Search, & Seizure*
- ___ 6. Civil Liability & Use of Force*
- ___ 7. Testifying In Court*

3. Human Relations

- ___ 1. Interacting with the Media
- ___ 2. Blue Courage*
- ___ 3. Domestic Violence*
- ___ 4. Crisis Intervention**
- ___ 5. Child Abuse & Neglect*
- ___ 6. Missing Persons & Human Trafficking*
- ___ 7. Juvenile Justice System
- ___ 8. Responding to Victims' Needs & Rights**

4. Firearms

- ___ 1. Revolver*
- ___ 2. Shotgun*
- ___ 3. Semi-Auto Pistol*

**Must be a Unit
Instructor to
request units 4
and 5**

5. _____ Driving*

6. Subject Control Techniques

- ___ 1. Subject Control Techniques*
- ___ 2. Impact Weapons*

7. First Aid/CPR/AED

- ___ 1. First Aid/CPR/AED*
- ___ 2. Critical Injury First Aid*

* Denotes Instructor Course Is Required For Certification.

** Denotes Advanced Training Course In
Subject Matter Is Required For Certification.

Refer to "Guidelines for Basic Peace Officer Instructor
Certification" for minimum criteria to teach an individual topic

8. Patrol

- ___ 1. Patrol Aspects & Overview
- ___ 2. Companion Animal Encounters
- ___ 4. Building Searches**
- ___ 5. Stops & Approaches*
- ___ 6. Vehicle Theft & Identification
- ___ 7. Gang Awareness**
- ___ 8. Law Enforcement Automated Data System (LEADS)**
- ___ 9. Booking & Handling
- ___ 10. Ohio Law Enforcement Gateway (OHLEG)

9. _____ Civil Disorders**

10. Traffic

- ___ 1. Introduction to Traffic**
- ___ 2. Motor Vehicle Offenses**
- ___ 4. Traffic Crash Investigation**
- ___ 5. Uniform Traffic Ticket
- ___ 6. NHTSA Speed Measuring Device*
- ___ 7. Traffic Direction & Control**
- ___ 8. NHTSA Standardized Field Sobriety Testing*

11. Investigation

- ___ 1. Crime Scene**
- ___ 2. Digital Evidence**
- ___ 4. Police Photography**
- ___ 5. Tracing Stolen Property
- ___ 7. Drug Awareness**
- ___ 11. Lineups
- ___ 12. Gambling
- ___ 14. Surveillance
- ___ 15. Interview & Interrogation**

12. Physical Conditioning

- ___ 1. Physical Fitness & Conditioning**
- ___ 2. Critical Incident Stress Awareness**

13. Homeland Security

- ___ 1. HazMat & WMD Awareness for the First Responder**
- ___ 2. Bombs & Explosives**
- ___ 3. Terrorism Awareness**
- ___ 4. Incident Command System (ICS)**
- ___ 5. National Incident Management System (NIMS)**