

# Mandatory Police Training & Administrative Requirements in Illinois

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## Training Topics & Administrative Functions

### Initial Hiring

- Auxiliary Officers
- Auxiliary Deputies
- Basic hours for Full and Part Time LEOs
- County Probation Officers-firearms
- Court Security Training
- Epi Pen (not required unless issued equipment)
- Naloxone (NARCAN)
- Part-Time Police Officers
- Roster of Department Sworn LEO Personnel
- 40 Hours Mandatory Firearms

### BI-Annual Activity

- Roster of Personnel
- Body Cameras

### Annual Mandates

- Legal Update
- Use of Force (w/ Scenario based or similar training)
- Sheriff's and Chief's 20 Hour Minimum
- Narcotic Detection K-9
- Firearm Qualifications

### Two Year Mandate

- Trauma-Informed Responses & Investigations of Sexual Assault & Sexual Abuse-Investigators
- Nalaxone/NARCAN

### Every Three Year Mandates

- Civil Rights
- Constitutional & Proper use of L.E. Authority
- Cultural Competency

- [Human Rights](#)
- [Procedural Justice](#)
- [Trauma Informed Response & Investigation of Sexual Assault & Abuse for all officers in general](#)
- [Mental Health Awareness training](#)

#### Every Four Year Mandates

- [Lead Homicide Investigator](#) (32 hours over 4 years)

#### Every Five Year Mandates

- [Domestic Violence Act.](#) (first (5) year cycle due by 1/1/2020)

#### Federal Law

- [PREA](#) (11.5 hours initial with annual updates) /Housing Federal Prisoners

#### Training Mandated by Assignment

- [Alcohol Compliance checks](#)
- [Breath Analysis Operator](#)
- [Juvenile Officer](#)
- [Set up and operation of portable scales](#)
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#### OSHA Standards

- [Blood Borne Pathogens](#)
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- [Portable Fire Extinguisher Training](#)
- [HAZMAT](#)
- [CPR / AED](#)

#### Misc.

- [Reporting & DeCertification of Officers](#)
- [Out of State Trained Reciprocity](#)

### **ADMINISTRATIVE REQUIREMENT- Police Community Relations Improvement Act**

#### **MANDATED OIS POLICY**

As of January 1, 2016, the Police Community Relations Improvement Act required each law enforcement agency to have a written policy regarding the investigation of officer-involved deaths that involve a law enforcement officer employed by that law enforcement agency.

As of August 25, 2017, Agencies had to update the policy to meet a drug/alcohol testing mandate. The amendment provides that each law enforcement agency shall adopt a written policy regarding drug testing following an officer-involved shooting. The Police and Community Relations Improvement Act is amended by adding Section 1-25. Drug and alcohol testing. "OFFICER -INVOLVED SHOOTING" is defined 50 ILCS 727/1-25 -new Section 5.

(a) As used in this Section, "officer-involved shooting" means any instance when a law enforcement officer discharges his or her firearm, causing injury or death to a person or persons, during the performance of his or her official duties or in the line of duty.

(b) Each law enforcement agency shall adopt a written policy regarding drug and alcohol testing following an officer-involved shooting.

The written policy adopted by the law enforcement agency must include the following requirements: (1) each law enforcement officer who is involved in an officer-involved shooting must submit to drug and alcohol testing; and (2) the drug and alcohol testing must be completed as soon as practicable after the officer-involved shooting but no later than the end of the involved officer's shift or tour of duty. Section 99. Effective date. This Act takes effect upon becoming law. Effective Date: 8/25/2017

*Side note-* Agencies need confer with their criminal investigators and confirm their responsibilities under the act and your policy. Some investigating groups believe this mandate is an "administrative action" and they will not complete this action during their criminal investigation. The agency will then have to take the steps to comply.

There is a sample policy located on the MTU1 website under the "members" tab -"resource" page.

## **MANDATED UNIFORM CRIME REPORTING**

As of January 1, 2016, each law enforcement agency shall submit to the Department of State Police incident-based information on any criminal homicide. The data shall be provided monthly by law enforcement agencies containing information describing the victim of the homicide, the offender, the relationship between the victim and offender, any weapons used, and the circumstances of the incident. Requires the Department of State Police to annually report to the Illinois Law Enforcement Training and Standards Board law enforcement agencies that are not in compliance with the reporting requirements. The Board may consider the noncompliance in making grants under the Law Enforcement Camera Grant Act. For an overview of the Police Community Relations Improvement Act go to the MTU1 website's members page

## **ADMINISTRATIVE REQUIREMENT- Sexual Assault Incident Procedure Act**

**Effective January 1, 2018** Sexual Assault and Sexual Abuse Response Policy- Every law enforcement agency shall develop, adopt, and implement written policies regarding procedures for incidents of sexual assault or sexual abuse by January 1, 2018, consistent with guidelines developed by the Office of the Attorney General,

in consultation with the Illinois Law Enforcement Training Standards Board and the Illinois State Police. On or before July 1, 2017, the Office of the Attorney General, in consultation with the Illinois Law Enforcement Training Standards Board and the Department of State Police, shall develop and make available to each law enforcement agency, comprehensive guidelines for creation of a law enforcement agency policy on evidence-based, trauma-informed, victim-centered sexual assault and sexual abuse response and investigation. [Sexual Assault Incident Procedure Act](#). Find more details at: <http://mtu1.com/page/5812/sexual-assault-incident-procedure-act-information>

## **BI-ANNUAL ADMINISTRATIVE REQUIREMENT - Roster of Personnel**

All law enforcement agencies must complete and submit to the Board a Roster of Agency Personnel in July and January of each calendar year. [Illinois Police Training Act - 50 ILCS 705](#)

## **ANNUAL ADMINISTRATIVE REQUIREMENT - Body Worn Cameras**

Pursuant to [50 ILCS 706/10-25](#) each law enforcement agency that utilizes body worn cameras must provide a report to the board by May 1 of each year indicating the number of cameras in use, the number of officers who have used body worn cameras, technical issues encountered with the use of such cameras and the review process used by supervisors. For each instance in which a body camera was used in a prosecution, the agency must indicate the date, time, location, offence and charging date. In an effort to simplify the collection of this data, ILETSB requests that this data be provided on the [attached chart](#). Completed reports for the 2016 calendar year, including the accompanying chart, can be emailed to Jennifer Wooldridge at [jennifer.wooldridge@illinois.gov](mailto:jennifer.wooldridge@illinois.gov) [Response #5 Chart \(Excel\)](#)

## **I.L.E.T.S.B. POLICY STATEMENT REGARDING MANDATES**

**Illinois Law Enforcement Training & Standards Board- Policy Adopted September 22, 2016** - “When determining minimum in-service training requirements that a police officer must satisfactorily complete, only Board-Certified courses that comply with [Board approved guidelines](#) will be considered”.

MTU1 statement about In-Service Training Conducted by Agencies. The above policy statement means an agency in-service training will not be counted by the board as meeting a training requirement, unless the training was certified through a Mobile Team Unit (MTU), or by the board itself. Read more at: <http://mtu1.com/page/5263/guidelines-for-mandated-training-topics--board-policy-statement>

## **INITIAL HIRING**

[Illinois Police Training Act - 50 ILCS 705](#) & [administrative code](#) for training Act

**Auxiliary Officers** state statute ([65 ILCS 5/3.1-30-20](#)) (from Ch. 24, par. 3.1-30-20) Please be advised that changes in Illinois law, precipitated by the passage of Public Act 94-984 (effective June 30, 2006) effectively alters the manner by which municipal auxiliary police officers are to be trained. For full statement of policy and sample ordinance found under “general Forms” [click here](#) For complete Public Act 94-984 [click here](#). [A letter from ILETSB to municipalities who wish to establish an auxiliary police force and caution information](#)

[in regards to non-governmental, legally unrecognized, and unauthorized “auxiliary/reserve police organizations” click here.](#)

**[Auxiliary Deputies- State Statute \(55 ILCS 5/3-6012\)](#)** Auxiliary deputies shall not be regular appointed deputies pursuant to Section 3-6008, nor shall they be members of a county police department established pursuant to Divisions 3-7 and 3-8. (Source: [P.A. 86-962.](#)) Sec. 3-6013. States the Duties, training and compensation of auxiliary deputies.

**County Corrections Officers** must complete the Corrections Officer Basic Training Course within the first six months of hire. [\(50 ILCS 705/8.1\) \(from Ch. 85, par. 508.1\)](#)

### **County Probation Officers Mandatory Firearms Training**

The Board will be providing the 40-hour Mandatory Firearms Training to approved County Probation Officers per P.A. 098-0725. In order to be approved for such training, the Chief Judge of the Judicial Circuit must designate each officer to be authorized to carry a firearms and eligible to attend the MFT. A letter outlining the procedure to follow can be found [HERE. \(730 ILCS 110/\) Probation and Probation Officers Act](#)

**Court Security Officers** All individuals hired as court security officers on or after 1996 shall be certified within 12 months of the date of their hire, unless a waiver has been obtained by the Board, or they shall forfeit their positions. [\(55 ILCS 5/3-6012.1\) Court security officers Training criteria for a court security officer](#)

**Full-time law enforcement officers** must complete the Law Enforcement Basic Training Course within the first 6 months of hire. [\(50 ILCS 705/8.1\) \(from Ch. 85, par. 508.1\)](#)

**Mandatory Firearms Training** -Law enforcement officers and county corrections officers must complete the Mandatory Firearms Training Course. [\(50 ILCS 710/2\) \(from Ch. 85, par. 516\)](#)

**Out of State Trained Reciprocity** -When an Illinois Law Enforcement Agency (LEA) hires a law enforcement officer who they believe was certified as a full time law enforcement officer (LEO) in another state and wishes to receive a basic training waiver for that officer, the LEA should be aware of the following [more information](#)

**Part-Time Police Officers** must complete the Part-Time Basic Training Course. The officer must be enrolled and enter in the course within the first six months of hire with the initial hiring agency. Failure to do so makes the officer ineligible to be a Part-Time Officer in Illinois. Part time Police Statutes [50 ILCS 705/8.2](#) & [5/3.1-30-21](#). Part-Time Ordinance Sample is available [here](#) ILETSB [Bulletin on part-time](#) Law Enforcement Officers

**Training Standards for County Correctional Officers Working in Juvenile Detention Homes** Newly hired or transferred County Correctional Officers, in full or part time employment status, who are already a Board-certified Correctional Officer or Law Enforcement Officer, hired or transferred after January 1st, 2014 will have 30 days from date of transfer in which to receive training based upon the Training Board's minimum standard. The Board approved [minimum training standards](#) for county correctional officers who work at county juvenile detention homes.

**Hepatitis B vaccination** shall be made available - 1910.1030(f)(2)(i) states after the employee has received the training required in paragraph (g)(2)(vii)(I) and within 10 working days of initial assignment to all employees who have occupational exposure unless the employee has previously received the complete hepatitis B vaccination series, antibody testing has revealed that the employee is immune, or the vaccine is contraindicated for medical reasons. Complete list of [OSHA vaccination standards](#) [Record guidelines](#) <https://www.osha.gov/OshDoc/data/BloodborneFacts/bbfact05.pdf>

## **ANNUAL TRAINING REQUIREMENTS**

Minimum in-service training requirements, which a police officer must satisfactorily complete at least annually. This includes state & federal laws/regulations.

**Firearms Qualification-** Law enforcement officers in Illinois must qualify with their handgun annually and a firearms roster provided by the Board must be completed. Reporting period is July 1 to June 30 of each year. [50 ILCS 710](#) The Training Board has developed a Use of Force brochure to be used during the annual qualification. Find the brochure [here](#)

**Law updates** [Police and Community Improvement Act](#) (.PDF page 134 )

**Use of force training which shall include scenario based training**, or similar training approved by the Board [Police and Community Improvement Act](#) (.PDF page 135

**HAZMAT OSHA's training requirements.** [1910.120\(q\)\(6\)\(i\)](#) First responder awareness level. First responders at the awareness level are individuals who are likely to witness or discover a hazardous substance release and who have been trained to initiate an emergency response sequence by notifying the proper authorities of the release. They would take no further action beyond notifying the authorities of the release. OSHA letter of explanation for [OSHA standard 1910.120](#)

[1910.120\(q\)\(8\)](#) First responders at the awareness level shall have sufficient training or have had sufficient experience to objectively demonstrate competency /

[Refresher training.](#) 1910.120(q)(8)(i) Those employees who are trained in accordance with paragraph (q)(6) of this section shall receive annual refresher training of sufficient content and duration to maintain their competencies, or shall demonstrate competency in those areas at least yearly.

1910.120(q)(8)(ii) A statement shall be made of the training or competency, and if a statement of competency is made, the employer shall keep a record of the methodology used to demonstrate competency.

**Sheriffs** must complete 20 hours of training in a calendar year. [55 ILCS 5/3 6007](#) Find ILETSB form [here](#). Reasonable expenses incurred by the sheriff in obtaining such training shall be reimbursed by the county upon presentation by the sheriff to the county board of a certificate of completion from the person or entity conducting such training.

**Chiefs and Deputy Chiefs** must complete 20 hours of training in a calendar year. [50 ILCS 705 10.7](#) Find ILETSB form [here](#). Any police chief and any deputy police chief, upon presentation of a certificate of completion from the person or entity conducting the training, shall be reimbursed by the municipality in accordance with the municipal policy regulating the terms of reimbursement, for his or her reasonable expenses in obtaining the training required under this Section.

**County Probation Officers Mandatory Firearms Training** per [P.A. 098-0725](#). In addition to the initial 40 hour MFT required by statute, your firearms qualified probation officers will also have to comply with Illinois law that requires them to qualify annually with their firearm. Each officer must complete the state qualification course of fire once in any 12-month period. This qualification must be completed and documented under the supervision of a Board Approved Range Officer. Every six months, you will also need to forward to the Board a current roster of officers that includes the latest qualification date for each officer. A letter outlining the procedure to follow can be found [HERE](#).

**Narcotic Detection Canine** -Canines used by State and local law enforcement agencies for drug enforcement purposes must be trained to meet the "minimum certification requirements" set by the Training Board. [Illinois Police Training Act - 50 ILCS 705/10.12](#) A list of board approved training entities can be found [here](#) . Canines must be [recertified annually within twelve months](#) of the [initial](#) or previous annual certification.

**Blood Borne Pathogens** - OSHA's training requirements ([1910.1030](#)) per 1910.1030 (e)(2)(ii)(M) A biosafety manual shall be prepared or adopted and periodically reviewed and updated at least annually or more often if necessary. Personnel shall be advised of potential hazards, shall be required to read instructions on practices and procedures, and shall be required to follow them. Letter of explanation for [1910.1030\(h\)\(2\)](#) web links -[BloodBorne Pathogens/ Needle Sticks](#)

**Maintaining Training Records**, per 1910.1030(h)(2) Training records shall include the following information: The dates of the training sessions, the contents or a summary of the training sessions, the names and qualifications of persons conducting the training; and The names and job titles of all persons attending the training sessions. Training records shall be maintained for 3 years from the date on which the training occurred. The employer shall ensure that all records required to be maintained



by this section shall be made available upon request to the Assistant Secretary and the Director for examination and copying.

**Hepatitis B Vaccinations** The standard requires employers to offer the vaccination series to all workers who have occupational exposure. Examples of workers who may have occupational exposure include, but are not limited to, healthcare workers, emergency responders, morticians, first-aid personnel, correctional officers and laundry workers in hospitals and commercial laundries that service healthcare or public safety institutions. The vaccine and vaccination must be offered at no cost to the worker and at a reasonable time and place. See [OSHA information flyer](#)

**Portable Fire Extinguisher Training** (OSHA)- “It does not require formal classroom instruction.” In other words, at a minimum you must provide those workers with instructions on the general principles of fire extinguisher use and the hazards of incipient (early) stage fires, but no actual hands-on training is required by OSHA. [Oct 1, 2013/ 1983 letter](#) / No hands-on training required [flyer](#)

Per [1910.157\(g\)\(1\)](#) Where the employer has provided portable fire extinguishers for employee use in the workplace, the employer shall also provide an educational program to familiarize employees with the general principles of fire extinguisher use and the hazards involved with incipient stage firefighting.

Per [1910.157\(g\)\(2\)](#) The employer shall provide the education required in paragraph (g)(1) of this section upon initial employment and at least annually thereafter.

## TWO YEAR REQUIREMENTS

**CPR/AED-** Elective activities after academy per L.E. training statute – In Basic Law Enforcement Academy first-aid (including cardiopulmonary resuscitation), training in the administration of opioid antagonists as defined in paragraph (1) of subsection (e) of Section 5-23 of the Alcoholism and Other Drug Abuse and Dependency Act. every 2 years if American Heart association course- [OSHA First-aid and CPR Training](#) (may be mandatory depending upon access to medical treatment facility). [First Aid kits](#) Training resource for [First Aid, CPR, AED training](#)

**NALOXONE / NARCAN** ([20 ILCS 301/5-23](#)) Drug overdose response policy. (1) Every State and local government agency that employs a law enforcement officer or fireman as those terms are defined in the Line of Duty Compensation Act must possess opioid antagonists and must establish a policy to control the acquisition, storage, transportation, and administration of such opioid antagonists and to provide training in the administration of opioid antagonists. (Source: P.A. 99-480, eff. 9-9-15.) **There is no stated requirement for refresher training**, but agencies may want to attach NARCAN refresher training to their CPR/AED updates.

**Trauma-Informed Responses & Investigations of Sexual Assault & Sexual Abuse.** Effective January 1, 2017. Law enforcement investigators who conduct sexual assault investigations must receive specialized in-service training on these topics within 2 two years of the act, and again every three years, thereafter. ([PA 99-0801](#))



## THREE YEAR REQUIREMENTS

**Police and Community Improvement Act** - Provides that minimum in-service training requirements, which a permanent police officer must satisfactorily complete every 3 years. The three-year cycle began January 1, 2016. The board approved guidelines can be found [here](#)

- Constitutional and proper use of law enforcement authority
- Procedural justice
- Civil rights
- Human rights
- Cultural competency
  
- Trauma-informed responses and investigations of sexual assault and sexual abuse. Effective January 1, 2017. All Law enforcement officers must receive in-service training on these topics within three years of the effective date of the act, and again every three years, thereafter. Law enforcement investigators who conduct sexual assault investigations must receive specialized in-service training on these topics within 2 two years of the act, and again every three years, thereafter. ([PA 99-0801](#)) [50 ILCS 705/10.19 new](#) Sec. 10.19. Training; sexual assault and sexual abuse
- Mental Health Awareness training Effective Jan 1, 2018 [HB 375](#) mandates Mental Health Awareness training for law enforcement on an every three-year cycle. It allows the training to be completed electronically.

## FOUR YEAR REQUIREMENTS

**Lead Homicide Investigator-** must complete 32 hours every four years for Lead Homicide Investigator /Only law enforcement officers who successfully complete the training program may be assigned as lead investigators in death and homicide investigations. [Illinois Police Training Act - 50 ILCS 705/10.11](#) A copy of the LHI training waiver and LHI recertification form can be found by clicking here - [Recertification / Waiver](#)

**Standardized Field Sobriety Testing refreshers-** NHTSA does not set guidelines for refresher training. IDOT does set a guideline for refresher training -As of 12/28/15, the previous IDOT grant requirement for two year refreshers has been changed to every four years.

Page 4 of IDOT [Sustained Traffic Enforcement Program \(STEP\)](#) guidelines -All officers conducting grant funded, alcohol-related enforcement patrols must be trained in the Standardized Field Sobriety Test (SFST). To satisfy this requirement, officers must complete an ILETSB accredited academy; a 24-hour SFST course or a SFST refresher course every four years from the date of their last completed certified training. These courses must be taught by certified SFST instructors. Note: The IDOT document states - A department may provide in-house training for its own officers, provided the trainer is a certified SFST instructor. Officers may also attend training at an agency other than their own provided the training is conducted by a certified instructor. In these situations, a class roster showing all officers who completed the training must be sent to the ILETSB. Upon request,

departments must be able to produce verification of compliance with this requirement. **Successful completion of a Board Certified ARIDE class will also satisfy SFST refresher**

## **FIVE YEAR REQUIREMENTS**

**ARREST PROCEDURE POLICIES IN DOMESTIC VIOLENCE** HB 5538 ([PA 99-0810](#)) Effective January 1, 2017-Amends the Code of Criminal Procedure of 1963 and the Illinois Domestic Violence Act of 1986.

Provides that in developing ARREST PROCEDURE POLICIES IN DOMESTIC VIOLENCE situations, each law enforcement agency shall (instead of “is encouraged to”) consult with community organizations and other law enforcement agencies with expertise in recognizing and handling domestic violence incidents.

Provides that in the initial training of new recruits and every 5 years in the continuing education of law enforcement officers, every law enforcement agency shall provide training to aid in understanding the actions of domestic violence victims and abusers and to prevent further victimization of those who have been abused, focusing specifically on looking beyond the physical evidence to the psychology of domestic violence situations, such as the dynamics of the aggressor-victim relationship, separately evaluating claims where both parties claim to be the victim, and long-term effects.

Provides that the Law Enforcement Training Standards Board shall formulate and administer the training as part of the current programs for both new recruits and active law enforcement officers

Provides that the Board shall formulate the training by July 1, 2017, and implement the training statewide by July 1, 2018

Provides that in formulating the training, the Board shall work with community organizations with expertise in domestic violence to determine which topics to include

Provides that the Illinois Department of State Police shall oversee the implementation and continual administration of the training. With amendments see [site for more details](#).

### **Unless Otherwise Stated in Legislation - “Elective” Training**

This text deals with the training standards for permanent police & permanent county corrections officers and the training after basic academy. It clarifies that unless mandated by law, the corporate authorities may “elect” to participate in additional training programs, but by not participating the officer’s status as a member of the police agency shall not be affected.

[\(50 ILCS 705/10.1\)](#) Illinois Police Training Act.

Sec. 10.1. **Additional training programs.** The Board shall initiate, administer, and conduct training programs for permanent police officers and permanent county corrections officers in addition to the basic recruit training program. The Board may initiate, administer, and conduct training programs for part-time

police officers in addition to the basic part-time police training course. The training for permanent and part-time police officers and permanent county corrections officers may be given in any schools selected by the Board. Such training may include all or any part of the subjects enumerated in Section 7 of this Act.

The corporate authorities of all participating local governmental agencies may elect to participate in the advanced training for permanent and part-time police officers and permanent county corrections officers but nonparticipation in this program shall not in any way affect the mandatory responsibility of governmental units to participate in the basic recruit training programs for probationary full-time and part-time police and permanent county corrections officers. The failure of any permanent or part-time police officer or permanent county corrections officer to successfully complete any course authorized under this Section shall not affect the officer's status as a member of the police department or county sheriff's office of any local governmental agency.

(Source: P.A. 90-271, eff. 7-30-97, 91-129, eff. 7-16-99.)

"Permanent police officer" means a law enforcement officer who has completed his or her probationary period and is permanently employed on a full-time (or Part-time) basis as a local law enforcement officer by a participating local governmental unit or as a security officer or campus policeman permanently employed by a participating State-controlled university, college, or public community college. (Source (50 ILCS 705/2) (from Ch. 85, par. 502) Sec. 2. [Definitions](#)

The board is mandated to approve training for these topics,

but the statute does not mandate law enforcement officers attend training for these topics.

[50 ILCS 705/7.5](#)) Sec. 7.5. **Police pursuit guidelines.** The Board shall annually review police pursuit procedures and make available suggested police pursuit guidelines for law enforcement agencies. This Section does not alter the effect of previously existing law, including the immunities established under the Local Governmental and Governmental Employees Tort Immunity Act. (Source: [P.A. 88-637](#), eff. 9-9-94.)

[\(50 ILCS 705/10.1\)](#) (from Ch. 85, par. 510.1) Sec. 10.1. **Additional training programs.** The Board shall initiate, administer, and conduct training programs for permanent police officers and permanent county corrections officers in addition to the basic recruit training program. The Board may initiate, administer, and conduct training programs for part-time police officers in addition to the basic part-time police training course. The training for permanent and part-time police officers and permanent county corrections officers may be given in any schools selected by the Board. Such training may include all or any part of the subjects enumerated in Section 7 of this Act..... The failure of any permanent or part-time police officer or permanent county corrections officer to successfully complete any course authorized under this Section shall not affect the officer's status as a member of the police department or county sheriff's office of any local governmental agency.

[\(50 ILCS 705/10.3\)](#) Sec. 10.3. **Training of police officers to conduct electronic interrogations.**

(a) From appropriations made to it for that purpose, the Board shall initiate, administer, and conduct training programs for permanent police officers, part-time police officers, and recruits on the methods and technical aspects of conducting electronic recordings of interrogations.

(b) Subject to appropriation, the Board shall develop technical guidelines for the mandated recording of custodial interrogations in all homicide investigations by law enforcement agencies. These guidelines shall be developed in conjunction with law enforcement agencies and technology accreditation groups to provide guidance for law enforcement agencies in implementing the mandated recording of custodial interrogations in all homicide investigations. (Source: P.A. 95-688, eff. 10-23-07.)

[50 ILCS 705/10.4](#)) Sec. 10.4. **Weapon certification for retired law enforcement officers.** The Board may initiate, administer, and conduct annual firearm certification courses consistent with the requirements enumerated in the Peace Officer and Probation Officer Firearm Training Act for retired law enforcement officers qualified under federal law to carry a concealed weapon. (Source: P.A. 98-725, eff. 1-1-15.)

[50 ILCS 705/10.5](#)) Sec. 10.5. **Conservators of the Peace training course.** The Board shall initiate, administer, and conduct a training course for conservators of the peace. The training course may include all or any part of the subjects enumerated in Section 7. The Board shall issue a certificate to those persons successfully completing the course. For the purposes of this Section, "conservators of the peace" means those persons designated under [Section 3.1-15-25 of the Illinois Municipal Code](#) and [Section 4-7 of the Park District Code](#). (Source: P.A. 90-540, eff. 12-1-97.)

[50 ILCS 705/10.10](#)) Sec. 10.10. **Training in child abduction and missing endangered senior alert system**

(a) The Board shall conduct training programs for law enforcement personnel of local governmental agencies in the statewide coordinated child abduction alert system developed under Section 2605-480 of the Department of State Police Law of the Civil Administrative Code of Illinois and the statewide coordinated **missing endangered senior alert system** developed under Section 2605-375 of the Department of State Police Law of the Civil Administrative Code of Illinois.

(b) The Board shall conduct a training program for law enforcement personnel of local governmental agencies in the statewide **Alzheimer's disease, other related dementia, or other dementia-like cognitive impairment coordinated Silver Search Awareness Program** and toolkit developed under Section 2605-485 of the Department of State Police Law of the Civil Administrative Code of Illinois. The Board shall adopt written protocols and guidelines for the handling of missing person's cases involving Alzheimer's disease, other related dementia, or other dementia-like cognitive impairment based upon protocols developed by the Silver Search Task Force in conjunction with the Department of State Police on or before July 1, 2016. (Source: P.A. 99-322, eff. 1-1-16.)

[50 ILCS 705/10.13](#)) Sec. 10.13. **Training; Post-Traumatic Stress Disorder (PTSD).** The Illinois Law Enforcement Training Standards Board shall conduct or approve a training program in Post-Traumatic Stress Disorder (PTSD) for law enforcement officers of local government agencies. The purpose of that training shall be to equip law enforcement officers of local government agencies to identify the symptoms of PTSD and to respond appropriately to individuals exhibiting those symptoms. (Source: P.A. 97-1040, eff. 1-1-13.)

[50 ILCS 705/10.14](#)) Sec. 10.14. **Training; animal fighting awareness and humane response.** The Illinois Law Enforcement Training Standards Board shall conduct or approve a training program in animal fighting awareness and [humane response for law enforcement officers](#) of local government agencies. The purpose of that training shall be to equip law enforcement officers of local government agencies to identify animal fighting operations and respond appropriately. This training shall also include a humane response component

that will provide guidelines for appropriate law enforcement response to animal abuse, cruelty, and neglect, or similar condition, as well as training on canine behavior and nonlethal ways to subdue a canine. (Source: P.A. 98-311, eff. 1-1-14; 98-756, eff. 7-16-14.) This is a Resource for in-house training –

Manual-[The Problem of Dog-Related Incidents and Encounters Manual](#)

Training Series - [Police & Dog Encounters: Tactical Strategies and Effective Tools to Keep Our Communities Safe and Humane training videos](#) (Source: [P.A. 98-960](#), eff. 1-1-15.)

([50 ILCS 705/10.16](#)) Sec. 10.16. **Veterans' Awareness.** The Illinois Law Enforcement Training Standards Board may conduct or approve a training program in veterans' awareness for law enforcement officers of local government agencies. The program shall train law enforcement officers to identify issues relating to veterans and provide guidelines dictating how law enforcement officers should respond to and address such issues. Each local government agency is encouraged to designate an individual to respond to veterans' issues. Source: [P.A. 98-960](#), eff. 1-1-15.)

[50 ILCS 705/10.17](#)) (Text of Section from [P.A. 99-261](#)) Sec. 10.17. **Crisis intervention team training.** The Illinois Law Enforcement Training and Standards Board shall develop and approve a standard curriculum for a certified training program in crisis intervention addressing specialized policing responses to people with mental illnesses. The Board shall conduct Crisis Intervention Team (CIT) training programs that train officers to identify signs and symptoms of mental illness, to de-escalate situations involving individuals who appear to have a mental illness, and connect that person in crisis to treatment. Officers who have successfully completed this program shall be issued a certificate attesting to their attendance of a Crisis Intervention Team (CIT) training program. (Source: P.A. 99-261, eff. 1-1-16.) (Text of Section from P.A. 99-480)

[50 ILCS 705/10.19](#)) Sec. 10.19. **Disposal of medications.** The Board shall develop rules and minimum standards for local governmental agencies that authorize police officers to dispose of unused medications under Section 18 of the [Safe Pharmaceutical Disposal Act](#). (Source: [PA 99-0648](#), eff. 1-1-17.)

Sec. 10-19 Training; **administration of epinephrine. EPI-PENS-** The General Assembly passed legislation allowing the Board to conduct or approve training programs for officers to administer EPI-PENS, effective January 2017. ([PA 99-0711](#)) [Section 40 of the State Police Act](#), may be referred to as the [Annie LeGere Law](#). If carried by officers they must have ILETSB certified training but no annual recertification is required at this time. Rules are yet to be created by the ILETSB. The minimum training standards that have been set by the law as listed below.

### AS ASSIGNED- SPECIALIZED TRAININGS

**JUVENILE OFFICER TRAINING-** For a sworn police officer to function as a "Juvenile police officer" per the Juvenile Court Act ([Sec. 5-105.9](#)), a sworn police officer has to have completed a Basic Recruit Training Course, been assigned to the position of juvenile police officer by his or her chief law enforcement officer and have completed the necessary juvenile officers training as prescribed by the Illinois Law Enforcement Training Standards Board, or in the case of a State police officer, juvenile officer training approved by the Director Of the Department of State Police. The ILETSB approved course is 32 hours - Provides law enforcement officers with a basic knowledge of the Juvenile Court Act and other child-related

laws, such as child abuse and neglect. Students will be required to achieve a minimum score of 70 percent on a written examination.

Juvenile Courts: [705 ILCS 405/1-1 through 405/7-1 – Juvenile Court Act of 1987](#)

[705 ILCS 410/1 through 705 ILCS 410/35 – Juvenile Drug Court Treatment Act](#)

**ALCOHOL COMPLIANCE CHECKS-** [\(235 ILCS 5/6-16.1\) Sec. 6-16.1. Enforcement actions.](#) The Illinois Law Enforcement Training Standards Board shall develop a model policy and guidelines for the operation of alcohol and tobacco compliance checks by local law enforcement officers. The Illinois Law Enforcement Training Standards Board shall also require the supervising officers of such compliance checks to have met a minimum training standard as determined by the Board.

**BREATH ANALYSIS OPERATOR-** Officers designated to operate a breath analysis instrument must have the approved training presented by the Illinois State Police. A "Breath Analysis Operator" or "BAO" means an individual licensed by the Department to operate approved evidentiary instruments and to create subject test records. BAOs can print local reports from an evidential instrument, including accuracy checks, and perform basic maintenance on the instrument, such as replacing the instrument's paper or keyboard.

[A license shall be valid for a period of three years from the printed date of issuance.](#)

Prior to license expiration, BAO license renewal candidates must either successfully attend the renewal course and pass the written renewal examination or successfully complete the computer based training.

After expiration, the BAO may not operate an instrument. **A BAO license that has either been revoked or been expired for more than one year cannot be renewed. To become licensed again, the individual must complete the initial licensure course.** *(This means up to one year after the three year expiration date, the BAO CAN renew the license using the computer based training, and does not have to attend the 24 hour in-person class)*

[PART 1286 TESTING OF BREATH, BLOOD AND URINE FOR ALCOHOL, OTHER DRUGS, AND INTOXICATING COMPOUNDS](#)

[Illinois State Police BAO Manual](#)

ISP Manual- [Testing of Breath, Blood and Urine for Alcohol, Other Drugs, and Intoxicating Compounds](#)

**PROGRAMS FOR CLERKS OF CIRCUIT COURTS-** The Board may initiate, administer, and conduct training programs for clerks of circuit courts. Those training programs, at the Board's discretion, may be the same or variations of training programs for law enforcement officers.



**TRAINING- SET UP AND OPERATION OF PORTABLE SCALES-** The Board shall initiate, administer, and conduct a training program regarding the set up and operation of portable scales for all municipal and county police officers, technicians, and employees who set up and operate portable scales. This training program must include classroom and field training. (from Ch. 95 1/2, par. 15-112) ([625 ILCS 5/15-112](#)) Sec. 15-112. Officers to weigh vehicles and require removal of excess loads.

(a)..... Within 18 months after the effective date of this amendatory Act of the 91st General Assembly, all municipal and county officers, technicians, and employees who set up and operate portable scales for wheel load or axle load or both and issue citations based on the use of portable scales for wheel load or axle load or both and who have not successfully completed initial classroom and field training regarding the set up and operation of portable scales, shall attend and successfully complete initial classroom and field training administered by the Illinois Law Enforcement Training Standards Board.

**Required Basic Academy Curriculum topics per Statute / There is currently no set time frame or mandate for officers to attend refresher training on these topics, unless otherwise noted in this listing**

LOCAL GOVERNMENT ([50 ILCS 705/](#)) [Sec. 7 Illinois Police Training Act](#).

The curriculum for probationary police officers which shall be offered by all certified schools shall include but not be limited to courses of

1. procedural justice,
2. arrest and use and control tactics,
3. search and seizure, including temporary questioning,
4. civil rights,
5. human rights,
6. human relations,
7. cultural competency, including implicit bias and racial and ethnic sensitivity,
8. criminal law,
9. law of criminal procedure,
10. constitutional and proper use of law enforcement authority,
11. vehicle and traffic law including uniform and non-discriminatory enforcement of the Illinois Vehicle Code,
12. traffic control and accident investigation,
13. techniques of obtaining physical evidence,
14. court testimonies,
15. statements,
16. reports,
17. firearms training,
18. training in the use of electronic control devices, including the psychological and physiological effects of the use of those devices on humans,
19. first-aid (including cardiopulmonary resuscitation),
20. training in the administration of opioid antagonists as defined in paragraph (1) of subsection (e) of Section 5-23 of the Alcoholism and Other Drug Abuse and Dependency Act,
21. handling of juvenile offenders,



22. recognition of mental conditions, including, but not limited to, the disease of addiction, which require immediate assistance and methods to safeguard and provide assistance to a person in need of mental treatment,
23. recognition of abuse, neglect, financial exploitation, and self-neglect of adults with disabilities and older adults, as defined in Section 2 of the Adult Protective Services Act, crimes against the elderly,
24. law of evidence,
25. the hazards of high-speed police vehicle chases with an emphasis on alternatives to the high-speed chase,
26. and physical training.

The curriculum shall include specific training in techniques for immediate response to and investigation of cases of domestic violence and of sexual assault of adults and children, including cultural perceptions and common myths of sexual assault and sexual abuse as well as interview techniques that are trauma informed, victim centered, and victim sensitive.

The curriculum shall include training in techniques designed to promote effective communication at the initial contact with crime victims and ways to comprehensively explain to victims and witnesses their rights under the Rights of Crime Victims and Witnesses Act and the Crime Victims Compensation Act.

The curriculum shall also include a block of instruction aimed at identifying and interacting with persons with autism and other developmental or physical disabilities, reducing barriers to reporting crimes against persons with autism, and addressing the unique challenges presented by cases involving victims or witnesses with autism and other developmental disabilities.

The curriculum for permanent police officers shall include but not be limited to (1) refresher and in-service training in any of the courses listed above in this subparagraph, (2) advanced courses in any of the subjects listed above in this subparagraph, (3) training for supervisory personnel, and (4) specialized training in subjects and fields to be selected by the board. The training in the use of electronic control devices shall be conducted for probationary police officers, including University police officers<sup>6</sup>.

## **Federal Laws**

### **Prison Rape Elimination Act – Mandatory Training for Sheriff Personnel Housing Federal Prisoners**

Public law 108-79 - Statutes at Large 117 Stat. 972

Mandatory requirements of the Federal Act known as PREA. Federal regulations require 11.5 hours of specific initial training with additional mental health training by a mental health professional. There is an annual training requirement.

The Prison Rape Elimination Act (PREA) of 2003 is a Federal law established to address the elimination and prevention of sexual assault and rape in correctional systems. PREA applies to all federal, state, and local prisons, jails, police lockups, private facilities, and community settings such as residential facilities. PREA seeks to insure that jails and other correctional settings protect inmates from all forms of sexual assault. Any person who has an interaction with an inmate or has authority to make decisions that will affect inmates (e.g.

administrators, clinical staff, medical staff etc.). Find the law [here](#) (non-compliance could result in up to a 5% loss in Edward Byrne's Grant Funding)

### **Hiring Criteria, Decertification & Professional Conduct Reporting**

(50 ILCS 705/6.1)

#### **Sec. 6.1. Decertification of full-time and part-time police officers.**

(a) The Board must review police officer conduct and records to ensure that no police officer is certified or provided a valid waiver if that police officer has been convicted of a felony offense under the laws of this State or any other state which if committed in this State would be punishable as a felony. The Board must also ensure that no police officer is certified or provided a valid waiver if that police officer has been convicted on or after the effective date of this amendatory Act of 1999 of any misdemeanor specified in this Section or if committed in any other state would be an offense similar to Section 11-1.50, 11-6, 11-9.1, 11-14, 11-17, 11-19, 12-2, 12-15, 16-1, 17-1, 17-2, 28-3, 29-1, 31-1, 31-6, 31-7, 32-4a, or 32-7 of the Criminal Code of 1961 or the Criminal Code of 2012, to subdivision (a)(1) or (a)(2)(C) of Section 11-14.3 of the Criminal Code of 1961 or the Criminal Code of 2012, or subsection (a) of Section 17-32 of the Criminal Code of 1961 or the Criminal Code of 2012, or to Section 5 or 5.2 of the Cannabis Control Act. The Board must appoint [investigators](#) to enforce the duties conferred upon the Board by this Act.

(b) It is the responsibility of the sheriff or the chief executive officer of every local law enforcement agency or department within this State to report to the Board any arrest or conviction of any officer for an offense identified in this Section.

(c) It is the duty and responsibility of every full-time and part-time police officer in this State to report to the Board within 30 days, and the officer's sheriff or chief executive officer, of his or her arrest or conviction for an offense identified in this Section. Any full-time or part-time police officer who knowingly makes, submits, causes to be submitted, or files a false or untruthful report to the Board must have his or her certificate or waiver immediately decertified or revoked.

(e) Any full-time or part-time police officer with a certificate or waiver issued by the Board who is convicted of any offense described in this Section immediately becomes decertified or no longer has a valid waiver. The decertification and invalidity of waivers occurs as a matter of law. Failure of a convicted person to report to the Board his or her conviction as described in this Section or any continued law enforcement practice after receiving a conviction is a Class 4 felony.

Pursuant to 50 ILCS 705/6.2, all law enforcement agencies shall notify the Illinois Law Enforcement Training and Standards Board (aka the Board) within 30 days of any final determination of willful violation of department or agency policy, official misconduct, or violation of law when:

(1) the officer is discharged or dismissed as a result of the violation; or

(2) the officer resigns during the course of an investigation and after the officer has been served noticed that he or she is under investigation that is based on the commission of a Class 2 or greater felony. This includes violations of Illinois statutes or statutes of other state or federal agencies when the elements of the offense are substantially similar to an Illinois criminal offense which is a Class 2 or greater felony.

To facilitate the reporting, the Board has developed several documents which can be found in the [FORMS](#) section of its website and also on LEDI.

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### **HISTORY OF DIGEST UPDATES / TRACKING CHANGES INFORMATION**

**First edition released 10/10/16** in response to requests from Chiefs/Sheriffs for listing of required training

**Updated 12/19/16**

- added Trauma-informed responses/investigations of sexual assault & sexual abuse info.

**Updated 7/20/17**

- added mandated training by assignment information

**Updated 9/22/17**

- [added OIS policy mandate for drug/alcohol testing](#)

-added portable fire extinguisher mandated training information

**Updated 10/20/17**

-[added Administrative Requirement-Police Community Relations Improvement Act-OIS policy and UCR reporting](#)

-[added Administrative Requirement-Sexual Assault Incident Procedure Act](#)

-[added ILETSB board policy regarding mandated training](#)

**Updated 3/7/18**

-added **Initial/Annual Narcotic Detection Canine Reporting Forms must be submitted electronically**

-added **Recertification/Waiver Lead Homicide Investigator must be submitted electronically**