

# Nebraska Commission on Law Enforcement and Criminal Justice

OPERATING INSTRUCTION  
NUMBER 50-38

December 2, 1994

## STANDARDS FOR EVALUATION OF INITIAL JAILER TRAINING

**PURPOSE:** To set standards and prescribe procedures governing the evaluation of students attending the Initial Training Course for jailers at the Training Center.

- (1) **SCOPE:** Applicable to the Director
- (2) **REFERENCE:** State Statute 83-4,126
- (3) **POLICY:** The standards and procedures delineated in this OI will ensure a fair and impartial evaluation of trainees attending the Initial Training Course for Jailers.
- (4) **ADMISSION PROCEDURE:** Each applicant for the initial jailer course shall meet the following prerequisites prior to acceptance into the course.
  - (a) Submit a completed Training Center Attendance Registration Form thirty (30) days prior to the start of the course;
  - (b) Submit a completed Training Center Health Status/Informed Consent Form (Form - 0055D) thirty (30) days prior to the start of the course; and
  - (c) Attend the course within one (1) year from the date of employment.
- (5) **GENERAL:** The following standards must be met in order for the student to satisfactorily complete the jailer training course for the State of Nebraska:
  - (a) Academic
    - (1) Achieve an overall academic average of 70% or greater. The overall academic average will be determined from the student's quiz score and comprehensive examination score. The combined average of the student's quiz scores and comprehensive examination score shall be equally weighted in the computation of the overall academic average;

- (2) Satisfactorily complete all performance objectives in the following areas:
    - (a) Pat-search
    - (b) Cell-search
    - (c) Subject control
  - (3) Satisfactorily complete all practical assignments.
- (b) Attendance
- (1) Attendance in all classes is mandatory
  - (2) Unexcused absences may be grounds for dismissal from the course.
  - (3) Absenteeism in excess of 10% of the required course hours will prohibit the student from successfully completing the course.
  - (4) Students that experience absenteeism that is less than 10% of the required course hours may successfully complete the course by meeting the requirements in (5) (a) and satisfactorily making up classes in the form of group study.
- (c) Retesting
- (1) Written examination: If a student fails the written comprehensive examination, the student shall retake a different test covering the course material within thirty (30) working days. If the student successfully passes the retake, he or she will only receive a 70% score on that retake.
  - (2) Performance objectives: A student's failure of a performance examination shall be documented and the student shall be required to retake the performance examination and successfully complete it prior to the completion of the course.
  - (3) Practical assignments: If practical assignments are not successfully completed during the scheduled course, the student will be given thirty (30) additional days in which to submit and successfully complete the practical assignment.

- (4) If the student fails to successfully complete any of the academic requirements, he or she will not be eligible to receive a Certificate of Completion and the head of the hiring agency will be immediately notified by the Director.
- (d) If a student fails to successfully complete the initial jailer course, he or she may re-enroll in the next available course, but must pay tuition and fees as established by the Commission and must meet the admission requirement of this Operating Instruction.
- (6) **CERTIFICATE OF COMPLETION:** A student who successfully completes the initial jailer training course will be awarded a Certificate of Completion.

ALLEN L. CURTIS  
Executive Director

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Division: Training Center  
Supersedes: OI No. 50-31 dated October 29, 1992