

SACRAMENTO POLICE DEPARTMENT - 2320
SCENARIO EVALUATOR TRAINING – 23601
POST Certification II / Reimbursement Plan IV / 4 hours
EXPANDED COURSE OUTLINE

- 1) ORIENTATION/COURSE OBJECTIVES (2-4)* (*denotes presentation slide number)
 - a) Academy Training Mission
 - b) Validation of Scenario Manual
 - c) Sign the Attachment A and Exhibit 4
 - d) POST-developed Scenario Tests
 - e) Scenario-tested competencies
 - f) Scenario test forms defined
 - g) Scenario Evaluator Role and Responsibilities
 - h) Miscellaneous Key Topics
 - i) Scenario Evaluation Forms
 - j) Breakdown LD 25 & LD 4 Evaluation Form
 - k) Complete Two Practice Exercises
 - l) Practice exercise debrief
 - m) Safety considerations
 - n) POST Evaluator Certification
 - o) Role Player Training (Optional - slides 42-51)

- 2) POST BASIC TRAINING MISSION STATEMENT (5)
 - a) “The primary goal of basic training is to prepare students mentally, morally, emotionally, and physically to enter and successfully complete the Field Training Program.”
 - b) Discuss your academy mission statement

- 3) VALIDATION OF SCENARIO MANUAL (6)
 - a) The Scenario Manual was created by the POST Scenario Development Committee, which consists of Scenario Managers from various academies including state, county, city, and college-based law enforcement trainers who meet regularly

SACRAMENTO POLICE DEPARTMENT - 2320
SCENARIO EVALUATOR TRAINING – 23601
POST Certification II / Reimbursement Plan IV / 4 hours
EXPANDED COURSE OUTLINE

- b) The Scenario Manager Manual identifies the responsibilities of the Scenario Manager, Evaluators, and Role Players and provides safety guidelines for the scenario testing process
- c) The Scenario Manager Manual provides instructions for administering POST-developed scenario tests. The manual content is governed by Regulation and can be found on the POST website and accessed by designated Scenario Managers

4) SCENARIO EVALUATOR REQUIREMENTS (7)

- a) Completion of the POST Scenario Evaluator Training Course **before** participating in the scenario testing process
- b) Read the POST Test Use and Security Agreement and sign both the Attachment A and the Staff/Scenario Manager/Scenario Evaluator/Scenario Role Player Contract, Exhibit 4, **prior** to completing the course practice exercises

5) POST-DEVELOPED SCENARIO TESTS (8)

- a) LD 01 – Leadership, Professionalism & Ethics/Ethical Intervention
- b) LD 07 – Crimes Against Person/Death Investigation
- c) LD 20 – Use of Force/Deescalation/Deadly Force
- d) LD 20 – Use of Force/Deescalation/Non-deadly Force Option
- e) LD 21 – Patrol Techniques/Pedestrian Approach
- f) LD 22 – Vehicle Pullovers/Nighttime Vehicle Pullover
- g) LD 23 – Crimes in Progress/Ambush
- h) LD 23 – Crimes in Progress/Building Search
- i) LD 23 – Crimes in Progress/Crime in Progress
- j) LD 23 – Crimes in Progress/Suspicious Person
- k) LD 25 & LD 4 – Domestic Violence & Victimology/Domestic Violence/Victim Assistance
- l) LD 30 – Crime Scenes, Evidence, and Forensics/Felonious Assault
- m) LD 37 – People with Disabilities/People with Disabilities

SACRAMENTO POLICE DEPARTMENT - 2320
SCENARIO EVALUATOR TRAINING – 23601
POST Certification II / Reimbursement Plan IV / 4 hours
EXPANDED COURSE OUTLINE

- 6) COMPETENCY BASED EVALUATION (9)
 - a) Define Competency
 - i) A cluster of related knowledge, skills, abilities, and other characteristics that underlie successful performance of multiple learning objectives

- 7) SCENARIO-TESTED COMPETENCIES (10)
 - a) Provide handout (See Scenario Manager Manual pages 3-7)
 - b) Review and discuss
 - i) (1) Police Vehicle Operation
 - ii) (2) Conflict Resolution
 - iii) (3) Use of Force
 - iv) (4) Local Procedures
 - v) (5) Leadership
 - vi) (6) Problem Solving/Decision-Making
 - vii) (7) Legal Authority/Individual Rights
 - viii) (8) Officer Safety
 - viii) (9) Communication
 - x) (10) Ethics
 - xi) (11) Stress Tolerance and Emotional Maturity

- 8) SCENARIO-TESTED COMPETENCIES (11)
 - a) Each competency is defined by POST and not left to Scenario Evaluator discretion

SACRAMENTO POLICE DEPARTMENT - 2320
SCENARIO EVALUATOR TRAINING – 23601
POST Certification II / Reimbursement Plan IV / 4 hours
EXPANDED COURSE OUTLINE

- b) Maintain a copy of the Scenario Competencies Definitions to evaluate the student during the entire scenario testing process
 - c) This ensures statewide consistency and maintains POST evaluation Standards
 - d) Each student is to be evaluated at a basic academy level
- 9) SCENARIO TEST FORMS DEFINED (12-13)
- a) Scenario **Evaluation Forms** are completed by Scenario Evaluators and used to evaluate student performance during a scenario test
 - i) Graded Evaluation Forms that contain point values become a confidential and controlled document and shall be kept from students unless used for failure initials, review, and remedial training
 - b) Scenario **Grading Forms** are controlled documents and contain *confidential* point values used to determine the student's success or failure
 - i) It shall not be possessed or viewed by any Scenario Evaluator, Role Player, or student at any time
 - c) **Scenario Test Scripts** are controlled documents
 - i) Only one copy will be provided to the Scenario Evaluator
 - ii) Test scripts contain:
 - 1) Confidential script content
 - 2) Comprehension questions
 - 3) Role Player instructions
 - iii) The Role Player may review their instructions under Scenario Manager or Scenario Evaluator supervision
 - 1) Role Players shall not be provided with their own copy
 - 2) Photographs of Role Player instructions is prohibited

SACRAMENTO POLICE DEPARTMENT - 2320
SCENARIO EVALUATOR TRAINING – 23601
POST Certification II / Reimbursement Plan IV / 4 hours
EXPANDED COURSE OUTLINE

iv) It shall not be possessed or viewed by any student at any time

10) SCENARIO EVALUATOR ROLE AND RESPONSIBILITIES (14)

a) Review the POST Basic Training: Evaluator Preparation **Introduction** Video

Note: This video is in the POST Basic Training: Scenario Management Preparation Videos

b) Review and discuss the **POST Scenario Evaluator Role**

i) Provide handout (See Scenario Manager Manual pages 25-26)

c) Review and discuss the **POST Scenario Evaluator Responsibilities**

i) Provide handout (See Scenario Manager Manual pages 27-32)

11) MISCELLANEOUS KEY TOPICS (15-16)

a) A scenario test is a job-simulation test in preparation for entry into the field training program

b) Each student shall complete each scenario test in person

c) Force Options Simulators (FOS) **shall not** be used for scenario demonstrations or scenario tests

d) Law Enforcement Driving Simulators (LEDS) **shall not** be used for scenario demonstrations or scenario tests

e) The student must be full duty and without physical restrictions to participate in scenario demonstrations and scenario testing

f) Recording of scenario testing by you, Role Player(s), or students is prohibited

g) Student body-worn cameras or any device with recording capabilities shall be removed prior to scenario testing

SACRAMENTO POLICE DEPARTMENT - 2320
SCENARIO EVALUATOR TRAINING – 23601
POST Certification II / Reimbursement Plan IV / 4 hours
EXPANDED COURSE OUTLINE

- h) Do not communicate with the student regarding their performance during or immediately following an individual scenario test
- i) While student preparation notes and other study materials may be allowed in the staging area, these materials are prohibited at the scene of any scenario test
- j) Any notes taken by a student during a scenario test **shall be treated as test material** and collected by designated staff
- k) Discuss the collection of notes for your academy

12) TESTING AND REMEDIAL TRAINING REQUIREMENTS (17)

- a) Per [Commission Procedure D-1-3](#), the scenario testing process includes:
 - i) An **Initial Test**: D-1-3 (d)(2)(B)
 - ii) **Remedial Training**: D-1-3 (d)(1)(D), and
 - iii) A **Retest**: D-1-3 (d)(2)(E)
- b) Should a student fail a required initial test, remedial training shall be provided independent of the retest
- c) Students shall be retested using an alternate scenario test script
- d) Discuss the remedial training process for your academy

13) SCENARIO EVALUATION FORMS (18)

- a) All POST scenario Evaluation Forms contain:
 - i) **Part 1 – PERFORMANCE ACTIVITIES**
 - ii) **Part 2 – COMPREHENSION**
 - iii) **Part 3 – SCREEN OUT**
 - iv) **Part 4 – PERFORMANCE QUALITY**

SACRAMENTO POLICE DEPARTMENT - 2320
SCENARIO EVALUATOR TRAINING – 23601
POST Certification II / Reimbursement Plan IV / 4 hours
EXPANDED COURSE OUTLINE

- 14) LD 25 & LD 4 DOMESTIC VIOLENCE & VICTIMOLOGY EVALUATION FORM REVIEW
(19)
- a) Provide LD 25 & LD 4 Evaluation Form
 - i) Two per attendee
 - b) Reinforce completing the following fields:
 - i) Script #
 - ii) Date
 - iii) Initial Test or Retest
 - iv) Role Player(s)
 - v) Student name
 - vi) Student Initials, *for failures only*
 - vii) Evaluator name
 - 1) This section of the form may be completed by the Scenario Manager or Scenario Evaluator
 - c) Review and discuss Part 1-4 of the form as follows
- 15) PART 1 – PERFORMANCE ACTIVITIES (20-23)
- a) You are provided with the **Scenario Competencies Definitions** during the scenario testing process
 - b) Evaluate student performance on actions anchored to a competency, i.e., Officer Safety, Communication, Use of Force, etc.
 - c) Each action is rated:
 - i) **C** = completed satisfactorily, or

**SACRAMENTO POLICE DEPARTMENT - 2320
SCENARIO EVALUATOR TRAINING – 23601
POST Certification II / Reimbursement Plan IV / 4 hours
EXPANDED COURSE OUTLINE**

ii) **N/C** = incomplete or unsatisfactory performance

d) C = completed satisfactorily

i) The student either completed the competency or not

ii) DO NOT provide a comment in the notes section

iii) “They kind of did it” is not completing the competency satisfactorily, therefore the correct rating is N/C

e) N/C = incomplete or unsatisfactory performance

i) A comment shall be provided in the notes section supporting the rating

ii) Comments are used to support the scoring process and remedial training in preparation for a retest

f) Competencies are repeated throughout the Evaluation Form but rated independently

i) *Example: Domestic Violence Evaluation Form*

1) Example of N/C and comment to support the rating:

1. The student responds to the call

Makes a tactically sound approach/The student safely approaches the location/(8 – Officer Safety) **C** **N/C**

Notes: *The student was not aware of immediate surroundings and potential hazards, did not use cover, and stood in the doorway during knock and notice*

16) PART 2 – COMPREHENSION (24-27)

a) Two Comprehension questions are located on each Scenario Test Script

SACRAMENTO POLICE DEPARTMENT - 2320
SCENARIO EVALUATOR TRAINING – 23601
POST Certification II / Reimbursement Plan IV / 4 hours
EXPANDED COURSE OUTLINE

- b) Comprehension questions are designed to evaluate the student's understanding of their actions and/or legal justification(s) for their actions
- c) Only the Scenario Evaluator who evaluated the student's performance can ask these questions
- d) Questions shall be read verbatim with no explanation or clarification
- e) Prompts or cues are strictly prohibited
- f) Do not lead students in their responses
- g) Possible responses listed on the scenario test script are for the Scenario Evaluator only and are not to be provided to the student
- h) Sample of Comprehension question:
 - i) **What is the legal justification for your detention or arrest?** (Violation of restraining order, inflicted injury on spouse, etc.)/(7 - Legal Authority) **C N/C**

Notes: _____

17) PART 3 - SCREEN OUT (28-29)

- a) ***A decision by the Scenario Manager to fail a student regardless of the graded scenario test score***
- b) All screen out recommendations shall be immediately brought to the attention of the Scenario Manager, who shall make the final determination
- c) Check the box if the student's actions or omissions are so flagrant or extreme and provide a comment to support the rating
- d) If a scenario test is stopped due to a safety issue, the Scenario Evaluator shall notify the Scenario Manager to determine if the scenario should continue
- e) Each Evaluation Form shall be rated through its entirety, regardless if a screen out is recommended
- f) SCREEN OUT Examples:

SACRAMENTO POLICE DEPARTMENT - 2320
SCENARIO EVALUATOR TRAINING – 23601
POST Certification II / Reimbursement Plan IV / 4 hours
EXPANDED COURSE OUTLINE

- i) Finger on the trigger throughout the entire scenario test
- ii) Near traffic collision on the way to a scenario test scene and the Scenario Evaluator must intervene
- iii) During a control hold technique, the student broke the Role Player's arm
- iv) Student body slams the Role Player to the ground
- v) Unauthorized arrest or no arrest made when warranted
- vi) Missing a weapon during a search

Note: Agency specific policy or procedure violations are not cause for failure. A screen out shall not be used.

18) PART 4 – PERFORMANCE QUALITY (30-34)

- a) Rate Of Performance
- b) Fluency Of Performance
- c) Level Of Response
- d) Performance quality:
 - i) is rated ***independently*** from Part 1 - PERFORMANCE ACTIVITIES competencies
 - ii) best describes the student's performance in handling the incident
 - iii) is used to evaluate the student's overall performance
 - iv) Check the appropriate rating, acceptable or unacceptable
 - v) *Provide a comment to support the "Unacceptable" rating*
- e) RATE OF PERFORMANCE

SACRAMENTO POLICE DEPARTMENT - 2320
SCENARIO EVALUATOR TRAINING – 23601
POST Certification II / Reimbursement Plan IV / 4 hours
EXPANDED COURSE OUTLINE

i) **ACCEPTABLE:** Takes appropriate action in a reasonable amount of time. Performs activities at an adequate pace (not too slow or too fast) to meet the demands of the incident.

ii) **UNACCEPTABLE:** Unable to initiate appropriate action in a timely manner. Unable to perform activities rapidly enough or performs actions too fast to meet the demands of the incident.

1) Explain “Unacceptable” rating

f) **FLUENCY OF PERFORMANCE**

i) **ACCEPTABLE** Actions are performed with little hesitation between steps. Some unnecessary actions are performed. However, they do not seriously interfere with the student’s handling of the incident. Actions and functions are reasonably well coordinated.

ii) **UNACCEPTABLE** Performance is disjointed; is unsure of what to do next (i.e., jumps “back and forth” excessively between tasks; extreme lack of coordination between actions or functions). Spends excessive time performing unnecessary actions, which interfere substantially with the student’s handling of the incident.

1) Explain “Unacceptable” rating

g) **LEVEL OF RESPONSE**

i) **ACCEPTABLE** Adjusts intensity of response to meet the changing demands of the incident (e.g., appropriate type and level of search, verbal control, force, weapons, Officer Safety, etc.).

ii) **UNACCEPTABLE** Intensity of actions is inadequate or excessive for the situation. Student under-reacts or overreacts relative to the demands of the situation.

SACRAMENTO POLICE DEPARTMENT - 2320
SCENARIO EVALUATOR TRAINING – 23601
POST Certification II / Reimbursement Plan IV / 4 hours
EXPANDED COURSE OUTLINE

1) Explain “Unacceptable” rating

19) DOMESTIC VIOLENCE SCENARIO EVALUATION PRACTICE
EXERCISES/OVERVIEW (35-36)

a) Practice Exercise Overview

i) Read the *POST Test Use and Security Agreement* and sign both the Attachment A and Exhibit 4, **prior** to completing the course practice exercises

1) Collect and retain on file with the academy/presenter

ii) View the Basic Training: Scenario Evaluator Preparation Video “Introduction”

1) Discuss

iii) Provide the LD 25 & LD 4 Evaluation Forms

1) Two per attendee

2) Complete the top portion of the form

iv) Provide *Scenario Competencies Definitions* for the evaluation process

20) PRACTICE EXERCISE LD 25 & LD 4 - SCENARIO VERSION 1 (37)

a) View “DV Scenario Version 1”

b) Evaluate scenario

c) Exchange forms with your neighbor

d) Grade the Evaluation Form

i) Scenario Manager will voice the point values associated to each competency

ii) Calculate total points

iii) Check form for completeness, legibility, consistency, accuracy

iv) Discuss results

SACRAMENTO POLICE DEPARTMENT - 2320
SCENARIO EVALUATOR TRAINING – 23601
POST Certification II / Reimbursement Plan IV / 4 hours
EXPANDED COURSE OUTLINE

v) View “Competencies Highlights”

21) PRACTICE EXERCISE LD 25 & LD 4 - SCENARIO VERSION 2/DEBRIEF (38-39)

a) View “DV Scenario Version 2”

b) Evaluate scenario

c) Exchange forms with your neighbor

d) Grade the Evaluation Form

i) Scenario Manager will voice the point values associated to each competency

ii) Calculate total points

iii) Check form for completeness, legibility, consistency, accuracy

iv) Discuss results

v) View “Competencies Highlights”

e) Practice Exercises Debrief

f) Compare and contrast the two scenarios

g) Discuss overall results

h) Identify academy-specific expectations

i) Discuss academy standards and consistency

j) Collect all graded Evaluation Forms

i) **Shred all graded forms**

22) SAFETY CONSIDERATIONS (40)

a) **Scene safety:**

i) Secure/check weapons (personal and prop)

**SACRAMENTO POLICE DEPARTMENT - 2320
SCENARIO EVALUATOR TRAINING – 23601
POST Certification II / Reimbursement Plan IV / 4 hours
EXPANDED COURSE OUTLINE**

- ii) Identify/mitigate hazards
- iii) Stop scene if necessary (safety factors)
- iv) Use an unusual word for the stop code such as “Pineapple” or a word that would not be used in a scenario
- v) Review and discuss your academy safety policy

23) POST EVALUATOR CERTIFICATION (41)

- a) **Presenter:** The roster for this Scenario Evaluator Course must be entered into EDI within 10 days of conclusion of the course to ensure Evaluators’ POST profiles are updated
 - i) Optional – Provide Role Player Training with following outline and associated powerpoint presentation slides 42-51
- b) **Evaluators:** After completion of this class and prior to evaluating any scenario test, verify your POST profile has this course listed

END OF COURSE

Time permitting and optional, provide the POST Scenario Role Player Training with the provided powerpoint.

POST Scenario Role Player Training December 2023 (42)* (*denotes presentation slide number)

24) ORIENTATION/COURSE OBJECTIVES (43-44)

- a) Academy Training Mission
- b) Role Player Requirements

SACRAMENTO POLICE DEPARTMENT - 2320
SCENARIO EVALUATOR TRAINING – 23601
POST Certification II / Reimbursement Plan IV / 4 hours
EXPANDED COURSE OUTLINE

- c) Sign the Attachment A and Exhibit 4
 - d) Role Player Responsibilities
 - e) Scenario test forms defined
 - f) Miscellaneous Key Topics
 - g) Safety Considerations
 - h) Role Player Certification
- 25) SCENARIO ROLE PLAYER REQUIREMENTS (45)
- a) Completion of POST Scenario Role Player Training **before** participating in the scenario testing process
 - b) Read the *POST Test Use and Security Agreement* and sign both the Attachment A and the Staff/Scenario Manager/Scenario Evaluator/Scenario Role Player Contract, Exhibit 4, **prior** to participating in the testing process
- 26) SCENARIO ROLE PLAYER RESPONSIBILITIES (46)
- a) View the Basic Training: Scenario Role Player Preparation Videos
 - i) “Introduction”
 - ii) “Your Role and Responsibilities”
 - b) Review and discuss the ***POST Scenario Role Player Responsibilities***
 - i) Provide handout (See Scenario Manager Manual pages 33-34)
 - c) Sign the Attachment A and Exhibit 4
 - i) Collect and retain on file with the academy/presenter
- 27) SCENARIO TEST FORMS DEFINED (47-48)

SACRAMENTO POLICE DEPARTMENT - 2320
SCENARIO EVALUATOR TRAINING – 23601
POST Certification II / Reimbursement Plan IV / 4 hours
EXPANDED COURSE OUTLINE

- a) Scenario **Evaluation Forms** are completed by Scenario Evaluators and used to evaluate student performance during a scenario test
 - i) Graded Evaluation Forms that contain point values become a confidential and controlled document and shall be kept from students unless used for failure initials, review and remedial training
- b) Scenario **Grading Forms** are **controlled documents** and contain *confidential* point values used to determine the student's success or failure
 - i) It shall not be possessed or viewed by any Scenario Evaluator, Role Player, or student at any time
- c) **Scenario Test Scripts** are **controlled documents**
 - i) Only one copy will be provided to the Scenario Evaluator
 - ii) Test scripts contain:
 - 1) Confidential script content
 - 2) Comprehension questions
 - 3) Role Player instructions
 - iii) The Role Player may review their instructions under Scenario Manager or Scenario Evaluator supervision
 - 1) Role Players shall not be provided with their own copy
 - 2) Photographs of Role Player instructions is prohibited
 - iv) It shall not be possessed or viewed by any student at any time

28) MISCELLANEOUS KEY TOPICS (49)

- a) Recording of scenario testing by you, Scenario Evaluators, or students is prohibited

SACRAMENTO POLICE DEPARTMENT - 2320
SCENARIO EVALUATOR TRAINING – 23601
POST Certification II / Reimbursement Plan IV / 4 hours
EXPANDED COURSE OUTLINE

- b) Student body-worn cameras or any device with recording capabilities shall be removed prior to scenario testing
- c) Do not communicate with the student regarding their performance during or immediately following an individual scenario test
- d) While student preparation notes and other study materials may be allowed in the staging area, these materials are prohibited at the scene of any scenario test
- e) Any notes taken by a student during a scenario test **shall be treated as test material** and collected by designated staff
- f) Discuss the collection of notes for your academy

29) SAFETY CONSIDERATIONS (50)

a) **Scene safety:**

- i) Secure/check weapons (personal and prop)
- ii) Identify/mitigate hazards
- iii) Stop scene if necessary (safety factors)
- iv) Use an unusual word for the stop code such as “Pineapple” or a word that would not be used in a scenario
- v) Report injuries immediately
- vi) Review and discuss your academy safety policy

30) POST ROLE PLAYER CERTIFICATION (51)

a) **Presenter:** A course roster is not required for this course

- i) Retain list of Role Players on file

SACRAMENTO POLICE DEPARTMENT - 2320
SCENARIO EVALUATOR TRAINING – 23601
POST Certification II / Reimbursement Plan IV / 4 hours
EXPANDED COURSE OUTLINE

b) **Role Players:** Thank you for your participation in the POST scenario training and testing process