**Memorandum**

To: Records Unit

From: Sheila Gallagher, Chief Operating Officer

Municipal Police Training Committee

Date: May 25, 2022

Re:  **Frequently Asked Questions/For Internal Use ONLY**

**What requirements will departments have to complete by June 30, 2022, in order to be on track for certification eligibility?**

* Agencies will have to ensure that the officers listed within Acadis and tied to their organization are active.
* All in-service for TY 2021-22 should be completed.
* All academy training for police officers must be verified: Reserve, Full-Time, SSPO, Bridge Academy or Exemption

**What are in-service topics for TY 2021-22?**

Training Year 2022 In-service Requirements:

* *Legal Updates*
* *Officer Wellness Series*: will include the following 3 classes:
* *Law Enforcement Wellness*
* *CISM*
* *Police Officer Suicide*
* *Police Interacting with Persons with Mental Illness*
* *Human Trafficking*
* *Mass Gatherings/Crowd Management*
* *Cultural Competency*
* *De-escalation and Use of Force*
* *CPR/First Responder*
* *CPR/First Responder Practical Annual Requirements*
* *Firearms: Annual Requirements*

**Notation on CPR/1st Responder Training 2020-2021**

The Municipal Police Training Committee (MPTC) has offered the classroom portion for CPR/1st responder on-line through Acadis as an option for in-service training TY 2021-22 similar to what was offered last year.

The on-line course satisfies **only one portion** of the annual re-certification requirement that police officers must complete pursuant to G. L. c. 111. §201. Since the MPTC cannot offer the practical segment of this training in centralized locations, it has provided alternatives for police departments to use in-house CPR trainers or certified MPTC CPR /1st Responder instructors. Please contact Chief Neal Hovey [nhovey@topsfieldpolice.com](mailto:nhovey@topsfieldpolice.com) or [Neal.Hovey@mass.gov](mailto:Neal.Hovey@mass.gov), for a list of certified instructors or for additional questions.

* CPR practical can be conducted by any certified CPR instructor and the instructor must use CPR – Healthcare Provider program, not the Heartsaver program.  The program should consist of a didactic portion, hands on practical exercise and a written exam.  If using the AHA program the passing score for the written exam is 84.

**Notation on Firearms Recertification Training 2020-2021**

The Municipal Police Training Committee (MPTC) is requiring all departments to submit their rosters for firearms recertification. All police officers must go to the range annually to requalify. The training year runs from July 1, 2021, through June 30, 2022. During that time departments must ensure that they have had their officers shoot on the range, have reviewed use of force and departmental firearms policies. Please contact Jay Brennan [Jason.Brennan @mass.gov](mailto:Neal.Hovey@mass.gov), for additional questions.

**Are unarmed departments required to complete the annual firearms training?**

1. **Vote #1:** **For law enforcement officers at unarmed police departments who need to take the Bridge Program (and may not have previously received baseline firearms training):**
   1. A-H officers who successfully complete the Bridge Program this year (TY22 training year 07/01/21 – 06/30/22) must complete firearms requalification training each year going forward (commencing TY23 training year 07/01/22 – 06/30/23) **YES**
2. Although not part of the vote, it should be noted that officers don’t need to do firearms requalification training in the training year they complete the Bridge Program as it would be redundant to require baseline firearms training and firearms requalification training in the same training year **YES**
   1. I-Z officers who have not yet completed the Bridge Program do not have to complete firearms requalification training until after they’ve successfully completed the Bridge Program

i.      Although not part of the vote, there was discussion prior to the vote that it doesn’t make sense to require officers to do firearms requalification training if they haven’t had the baseline firearms training **YES**

1. Vote #2: For law enforcement officers at unarmed police departments who have graduated from an MPTC approved fulltime Academy or have received an exemption from that requirement [Only for MPTC Certified Firearms Instructors] (and likely have previously received baseline firearms training):
   1. All such officers (not just A-H officers) need to complete firearms requalification training this year (FY22 training year 07/01/21 – 06/30/22)  **YES**
   2. All such officers (not just A-H officers) who haven’t completed firearms requalification training in the past five training years **(from 4/20/22?)** will need to complete the MPTC’s 56-hour baseline firearms training program this year (FY22 training year 07/01/21 – 06/30/22) and thereafter complete firearms requalification training each year going forward (commencing FY23 training year 07/01/22 – 06/30/23).  **YES**

**How can we access In-service?**

* MPTC online courses via Acadis Portal
* Departments or third-party vendors also offer in-service
* Mixture of some courses through Acadis or within the department

**Who must complete in-service by July 1, 2022?**

* All municipal police departments
* Environmental Police
* UMass Police Departments
* Campus Police Officers who are warranted by state police
* Hospital Police Officers who are warranted by state police
* Sheriffs

**Who DOES NOT NEED to complete in-service June 30, 2022?**

* Anyone on military deployment, medical leave or administrative leave from a department
* Recruits who graduated from an academy within in the same training year as in-service are not required to take in-service until the following training year.

**Do deputy sheriffs have to take in-service?**

All deputy sheriffs must follow the mandates applying to law enforcement officers since they fall under the MPTC’s purview. Deputy Sheriffs should plan to take in-service for TY 2021-22 by June 30, 2022.

**Do Special Police Officers have to take in-service?**

Special Police Officers who have graduated from a Bridge Academy, SSPO or a full-time academy and are tied to an organization **must take in-service**.

**Do dispatchers have to take in-service?**

Dispatchers are often listed as part of a department’s active roster. Some dispatchers graduated from a reserve academy training and are tied to police departments. Presuming these dispatches may have bridged or intend to bridge, the dispatcher would have to take in-service.

**What if I cannot take in-service because I am out injured or on military deployment?**

The MPTC does not grant waivers to excuse an officer from taking the required in-service courses. However, departments should provide a letter verifying that the officer/officers cannot take in-service due to being out for an injury or deployment. The MPTC Records Unit can upload the letter to the officers Acadis account. The officer will be required to take in-service before returning to work. The department point of contact (POC) should make the update in Acadis, to reflect the officer is out for an extended period. The officer will need to complete the trainings before returning to work. The department POC should update their status appropriately, along with any pertinent information in the comments.  Screenshot below may be helpful.

Graphical user interface, application

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