

Evaluation Criteria List
Criteria Set: Field Training Officer
8/4/2005

Category # 1 *General Appearance - FTO*

Evaluates physical appearance, dress, demeanor.

1. Dirty shoes and wrinkled uniform. Uniform fits poorly or is improperly worn. Hair ungroomed and/or in violation of Department regulation. Dirty weapon, equipment. Equipment missing or inoperative. Offensive body odor, breath.
4. Uniform neat, clean. Uniform fits and is worn properly. Weapon, leather, equipment is clean and operative. Hair within regulations, shoes are shined.
7. Uniform neat, clean and tailored. Leather is shined, shoes are spit-shined. Displays command bearing.

Category # 2 *Acceptance of Feedback: FTO Program*

Evaluates the way trainee accepts trainer's and how that feedback is used to further the learning process and improve performance.

1. Rationalized mistakes, denies that errors were made, is argumentative, refuses to, or does not attempt to, make corrections. Considers criticism as a personal attack.
4. Accepts criticism in a positive manner and applies it to improve performance and further learning.
7. Actively solicits criticism/feedback in order to further learning and improve performance. Does not argue or blame others for errors.

Category # 3 *Attitude Toward Emergency Telecommunications Work*

Evaluates how trainee views new career in terms of personal motivation, goals and acceptance of the responsibilities of the job.

1. Sees career only as a job, uses job to boost ego, abuses authority, demonstrates little dedication to the principles of the profession.
4. Demonstrates an active interest in new career and in police responsibilities.
7. Utilizes off-duty time to further professional knowledge, actively soliciting assistance from others to increase knowledge and improve skills. Demonstrates concern for the fair and equitable enforcement of the law, maintaining high ideals in terms of professional responsibilities.

Category # 4 *Knowledge of Department Policies and Procedures (Testing)*

Evaluates trainee's knowledge of departmental procedures and ability to apply this knowledge under field conditions.

1. When tested, verbally or written, answers with 20% or less accuracy.
4. When tested, verbally or written, answers with 70% accuracy.
7. When tested, verbally or written, answers with 100% accuracy.

Category # 5 *Knowledge of Department Policies and Procedures (Performance)*

Evaluates trainee's knowledge of departmental procedures and ability to apply this knowledge under field conditions.

1. Fails to display knowledge of Department policies/regulations/procedures or violates same.
4. Familiar with most commonly applied Department policies/regulations/procedures and complies with same.
7. Has an excellent working knowledge of Department policies/regulations/procedures, including lesser known and seldom used ones.

Category # 6 *Knowledge of Criminal Statutes (Testing)*

Evaluates trainee's knowledge of the criminal statutes and ability to apply that knowledge in field situations.

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1. When tested, verbally or written, answers with 20% or less accuracy.
4. When tested, verbally or written, answers with 70% accuracy.
7. When tested, verbally or written, answers with 100% accuracy.

Category # 7 *Knowledge of Criminal Statutes (Performance)*

Evaluates trainee's knowledge of the criminal statutes and ability to apply that knowledge in field situations.

1. Does not know the elements of basic sections of the codes. Does not recognize criminal offenses when encountered or makes mistakes relative to whether or not crimes have been committed and, if so, which crimes.
4. Recognizes commonly encountered criminal offenses and applies appropriate section of the code. Knows difference between criminal and non-criminal activity.
7. Has outstanding knowledge of the criminal codes and applies that knowledge to normal and unusual criminal activity.

Category # 8 *Knowledge of City/County Ordinances (Testing)*

Evaluates trainee's knowledge of local ordinances and ability to apply that knowledge to field situations.

1. When tested, verbally or written, answers with 20% or less accuracy.
4. When tested, verbally or written, answers with 80% accuracy.
7. When tested, verbally or written, answers with 100% accuracy.

Category # 9 *Knowledge of City/County Ordinances (Performance)*

Evaluates trainee's knowledge of local ordinances and ability to apply that knowledge to field situations.

1. Does not know even the most often used sections of the codes. Confuses criminal with non-criminal offenses. Does not recognize offenses when committed.
4. Knows and recognizes commonly encountered criminal and non-criminal violations. Applies appropriate sections of codes.
7. Has outstanding knowledge of City/County codes and applies that knowledge to criminal and non-criminal activity.

Category # 10 *Knowledge of Traffic Codes (Testing)*

Evaluates trainee's knowledge of Traffic Codes.

1. When tested, verbally or written, answers with 20% or less accuracy.
4. When tested, verbally or written, answers with 80% accuracy.
7. When tested, verbally or written, answers with 100% accuracy.