

State-Approved Technical Skill Assessments

7/1/2013

Pathway: Correction Services

Cluster: Law, Public Safety, Corrections, and Security

CLUSTER/ PATHWAY/ PROGRAM	CERTIFICATION / ASSESSMENT TITLE	TYPE	ISSUING ORGANIZATION	WEBSITE Please report broken web links	ELIGIBILITY REQUIREMENTS / PREREQUISITES	ADMINISTRA- TION ELIGIBILITY (Written, Oral, Practical, etc.)	PASSING SCORE	COST	COMMENTS
<p>● For use at SECONDARY For use at SECONDARY For use at SECONDARY For use at SECONDARY</p>									
	NOCTI Testing Information for Consortia Leaders and/or Testing Coordinators	NOCTI	TESTING AGREEMENT	Each institution/consortium should have a Testing Coordinator who contacts NOCTI to obtain assessment exams, proctoring information, data management needs, and other important functions. Click here for getting started: http://www.nocti.org/gettingstarted.cfm					
Law Enforcement Careers/ Criminal Justice	Criminal Justice	Academic Assessment	NOCTI	http://www.nocti.org/PDFs/JobReady/4081_Criminal_Justice.pdf	Job-ready assessment that verifies student mastery of knowledge & skills in criminal justice.	Online	National Norm	\$19 - \$31 per exam	Job Ready Assessment
Law Enforcement Careers/ Criminal Justice	Protective Services	Academic Assessment	NOCTI	http://nocti.org/PDFs/JobReady/2480_Protective_Services.pdf	Job-ready assessment that verifies student mastery of knowledge & skills in protective services.	Online	National Norm	\$19 - \$31 per exam	Job Ready Assessment

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Law Enforcement Careers/ Criminal Justice	Security & Protective Services	Academic Assessment	NOCTI	http://www.nocti.org/PDFs/JobReady/1136_Security_and_Protective_Services.pdf	Broad-based assessment that verifies student mastery of knowledge & skills in security and protective services.	Online	National Norm	\$19 - \$31 per exam	Pathway Assessment

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Law Enforcement/ Criminal Justice	Criminal Justice Advanced	Job Ready	NOCTI	http://www.nocti.org/PDFs/JobReady/1890_Criminal_Justice.pdf	Job-ready assessment that verifies student mastery of knowledge & skills in Criminal Justice.	Written only. Test consists of 206 questions & three hours are allowed for administration.	National Norm	http://www.nocti.org/Pricing.cfm	Job Ready Assessment

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Law Enforcement/ Criminal Justice	Minnesota Peace Officer License Exam	State License	Mn. Board of Peace Officer Standards & Training	https://dps.mn.gov/entity/post/exams/Pages/peace-officer-licensing-exam.aspx	Earn a two- or four-year degree from one of 21 POST-certified Peace Officer education programs or completion of PPOE program (out of state degrees)			\$105 per exam	Special Note: Recommended but not required for positions in Correction Services pathway.

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PERFORMANCE INDICATOR	PERFORMANCE MEASURE	COMMON CORE COMPETENCIES Consensus among work group		COMMENTS
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TOPIC 1: ACADEMIC FOUNDATIONS: Achieve additional academic knowledge and skills required to pursue the full range of career and postsecondary education opportunities within a career cluster.				
INDICATOR 01.01 Apply English language arts knowledge and skills to law, public safety, security and corrections careers to enable pursuit of a full range of careers and post-secondary education opportunities associated with the cluster.	MEASURE 01.01.01 Demonstrate competence in applying Language Arts knowledge and skills in law, public safety, security and corrections careers.	Y	Y	e.g., Apply the reading process and strategies to directions or tasks that are relatively short, with limited categories of information, directions, concepts, and vocabulary.
				e.g., Demonstrate competence in writing and editing documents, using correct grammar and punctuation.
				e.g., Demonstrate competence in speaking to provide, distribute, find information.
INDICATOR 01.02 Apply mathematics knowledge and skills to law, public safety, security and corrections careers to enable pursuit of a full range of careers and post-secondary education opportunities associated with the cluster.	MEASURE 01.02.01 Demonstrate competence in applying Mathematics knowledge and skills in law, public safety, security and corrections careers.	Y	Y	e.g., Mentally add and subtract whole numbers. Comment from Business/Industry: Important!
				e.g., Apply basic methods of measurement.
INDICATOR 01.03 Apply psycho-social principles and strategies to facilitate and deal with human behavior encountered in a correctional environment.	MEASURE 01.03.01 Apply accepted evidence-based practices in dealing with defendants, offenders, and inmates.	Y	Y	e.g., Use proper procedures when dealing with offenders.
	MEASURE 01.03.02 Evaluate behaviors to detect symptoms and signs that indicate suicidal tendencies.	Y	Y	e.g., Evaluate offenders for signs of suicidal tendency.
	MEASURE 01.03.03 Evaluate behaviors to detect the signs and symptoms of substance abuse, addiction and alcoholism.	Y	Y	e.g., Recognize the signs and effects of substance abuse, addiction, and alcoholism by analyzing case studies .
	MEASURE 01.03.04 Evaluate behaviors to detect the signs and symptoms of mental illness.	Y	Y	e.g., Recognize the signs and effects of mental illness within the offender population.
	MEASURE 01.03.05 Execute behavior management techniques to ease tensions and promote cooperation.	Y	Y	e.g., Assess and evaluate current and potential offender behavior, build relationships, and apply appropriate intervention and supervision techniques.

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	MEASURE 01.03.06 Evaluate behaviors to recognize offender attempts to manipulate causes and situations.	Y	Y	<i>e.g., Recognize the manipulative games that offenders play and avoid involvement.</i>
	MEASURE 01.03.07 Describe the basic psychological needs that motivate behavior (belonging, power, freedom, and fun.	Y	Y	
TOPIC 2: COMMUNICATIONS: Use oral and written communication skills in creating, expressing and interpreting information and ideas including technical terminology and information.				
INDICATOR 02.01 Apply active listening skills in multiple settings such as group meetings and presentations common to correctional environments in order to obtain and clarify information, directives and procedures to implement.	MEASURE 02.01.01 Execute techniques for active listening.	Y	Y	<i>e.g., Paraphrase and repeat information to confirm understanding.</i>
				<i>e.g., Record and summarize information in written notes.</i>
	MEASURE 02.01.02 Model behaviors that demonstrate listening.	Y	Y	<i>e.g., Take turns and show respect for others.</i>
<i>e.g., Use active listening skills and stay on subject and task.</i>				
<i>e.g., Summarize results of meeting including agreements and disagreements.</i>				
INDICATOR 02.02 Execute conflict resolution techniques and skills in order to resolve conflicts among individuals that arise in correctional environments.	MEASURE 02.02.01 Analyze various responses to conflict and the results normally generated by each response.	Y	Y	<i>e.g., Describe the soft response approach (avoidance, compromise and accommodation) and the typical reasons for using that approach.</i>
				<i>e.g., Describe the hard response approach (force, threats, aggression and anger), and the typical reasons for using that approach.</i>
	MEASURE 02.02.02 Analyze and execute the different principle-centered conflict resolution processes to recognize conditions under which they be may be applied.	Y	Y	<i>e.g., Describe the negotiation and mediation processes and how they are typically used.</i>
<i>e.g., Given certain scenarios or cases, identify the conflict resolution process used and the pros and cons of using that process in those situations.</i>				
				<i>e.g., Use one or more principle-centered conflict resolution processes in role-play and/or actual situations, e.g., power struggles.</i>

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INDICATOR 02.03 Interpret, analyze and evaluate nonverbal messages to discern facts from fabrication in messages received in the correctional environment.	MEASURE 02.03.01 Use visual and vocal cues to interpret information received from body language, eye movement, voice tone, and voice inflection.	Y	Y	e.g., Interpret body language clues to discern facts from fabrication. e.g., Listen to voice tone, speed, volume, and inflection to discern facts from fabrication.
	INDICATOR 02.04 Write coherent and focused texts that communicate incidents, activities, evidence, observations and other important issues related to the correctional environment.	MEASURE 02.04.01 Write coherent and focused texts.	Y	Y
	MEASURE 02.04.02 Write correspondence, reports, and other documents to establish facts and explain situations and events.	Y	Y	e.g., Design letters, create a log of activities, and create progress and factual reports that accomplish the stated objective. Comment from Business/Industry: This is very important! Also, that these reports must be done on computer. e.g., Understand the importance of written documentation from a management and legal perspective.
	TOPIC 3: PROBLEM-SOLVING AND CRITICAL THINKING: Solve problems using critical thinking skills (analyze, synthesize, and evaluate) independently and in teams. Solve problems using creativity and innovation.			
INDICATOR 03.01 Formulate ideas, proposals and solutions to address security and corrections related problems.	MEASURE 03.01.01 Analyze elements of a problem to develop creative solutions.	Y	Y	
	MEASURE 03.01.02 Analyze and evaluate ideas, proposals, and solutions to problems using basic forms of logic and techniques designed to encourage sound reasoning.	Y	Y	
INDICATOR 03.02 Apply critical thinking strategies to contribute to formulating effective solutions.	MEASURE 03.02.01 Demonstrate behaviors that model skills associated with effectively working as part of a team.	Y	Y	e.g., Define the problem and share ideas, facts, information, and/or data with others. e.g., Support implementation of group solution to problem.
	INDICATOR 03.03 Analyze hostile situations and execute anger/conflict management strategies in order to take charge of problems that arise in correctional settings.	MEASURE 03.03.01 Compare and contrast strategies for managing conflict and anger.	Y	Y

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	MEASURE 03.03.02 Apply conflict and anger management strategies to a real-world scenario.	Y	Y	
INDICATOR 03.04 Observe and evaluate the surrounding environment for signs of potential problems and/or danger in order to proactively address potential issues before they occur in correctional settings.	MEASURE 03.04.01 Apply techniques of observation.	Y	Y	<i>e.g., Maintain a keen awareness of the surrounding environment.</i>
	MEASURE 03.04.02 Evaluate observations made regarding the environment to identify signs of potential problems and/or danger.	Y	Y	
TOPIC 4: INFORMATION TECHNOLOGY APPLICATIONS: Use information technology tools specific to the career cluster to access, manage, integrate, and create information.				
INDICATOR 04.01 Demonstrate the effective use of computer-based equipment and applications.	MEASURE 04.01.01 Execute the steps involved in the operation of computer-based equipment and applications.	Y	Y	
INDICATOR 04.02 Utilize information technology systems created to track offenders in order to maintain accurate records on public offenders within and among correctional institutions.	MEASURE 04.02.01 Execute the steps in navigating offender systems as well as entering and gathering data within the system.	Y	Y	<i>e.g., Enter, gather, and interpret data into criminal records systems.</i> Comment from Business/Industry: Need to know for parole officers.
TOPIC 5: SYSTEMS: Understand roles within teams, work units, departments, organizations, inter-organizational systems, and the larger environment. Identify how key organizational systems affect organizational performance and the quality of products and services. Understand global context of industries and careers.				
INDICATOR 05.01 Analyze, interpret and execute standard operational procedures in order to maintain security in a correctional environment.	MEASURE 05.01.01 Apply the principles of security employed in a correctional environment.	Y	Y	<i>e.g., Identify and control contraband.</i>
				<i>e.g., Conduct legal and ethical searches.</i>
				<i>e.g., Use established counting procedures.</i>
				<i>e.g., Practice proper key and tool control.</i>
				<i>e.g., Follow patrol procedures within the institution.</i>

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				e.g., Follow emergency procedures.
				e.g., Follow established guidelines when transporting offenders.
				e.g., Apply proper procedures when dealing with inmate gangs and other security threat groups.
	MEASURE 05.01.02 Execute standard operational procedures in a correctional environment.	Y	Y	e.g., Understand offender classification systems.
TOPIC 6: SAFETY, HEALTH AND ENVIRONMENTAL: Understand the importance of health, safety, and environmental management systems in organizations and their importance to organizational performance and regulatory compliance. Follow organizational policies and procedures and contribute to continuous improvement in performance and compliance.				
INDICATOR 06.01 Assess and implement measures to maintain safe and healthful working conditions in a corrections environment.	MEASURE 06.01.01 Read and follow instructions on Material Safety Data Sheets (MSDS) for all materials that require special care or handling.	O	Y	e.g., Discuss importance of safety and inspection, such as use of chemicals and cleaning supplies to ensure proper use so that they are not turned into weapons. Comment from Secondary: Dealt with at post-secondary. Comment from Business/Industry: Depends on facility.
	MEASURE 06.01.02 Read and follow the Occupational Safety and Health Administration (OSHA) instructions that are posted in the workplace.	O	O	e.g., Be prepared for when OSHA inspectors go through facilities. Comment from Business/Industry: Depends upon what facility. Y for correctional, O for community-based program or individual facility.
	MEASURE 06.01.03 Be familiar with Haz-Mat guidelines when working with hazardous materials.	O	O	Comment from Business/Industry: Essential in a correctional facility.
	MEASURE 06.01.04 Execute protocols designed to restrain individuals placed into custody without violating personal rights or jeopardizing personal safety.	Y	Y	e.g., Identify and discuss safety precautions to be taken by a correctional officer to restrain prisoners. Comment from Business/Industry: Depends upon the facility or the position, i.e. probation versus correctional officer (e.g. officer response tactics) e.g., Conduct a thorough search of the environment and prisoner prior to restraining and/or moving prisoner. e.g., Identify potential safety risks associated with prisoner escort in a variety of environments, i.e. courtrooms, hospitals, and elevators. e.g., Discuss in detail the correct procedure for conducting a strip search.

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				e.g., Discuss precautions a correctional officer must consider during a search. Comment from Business/Industry: Depends on institution e.g., List precautions a correctional officer should take with contaminated clothing, hypodermic needles, and other potentially contaminated objects. e.g., Demonstrate the proper procedure in removing handcuffs, leg restraints, flex-cuffs, and waist-chains.
INDICATOR 06.02 Understand and apply regulations and procedures to ensure health and well-being of inmates in correctional facilities.	MEASURE 06.02.01 Demonstrate knowledge of sanitation and hygiene requirements and procedures in correctional facilities.	O	O	e.g., Follow sanitation requirements for individual and facility cultures.
	MEASURE 06.02.02 Demonstrate knowledge of the health care requirements and procedures for ensuring the health of inmates in correctional facilities.	O	Y	Comment from Secondary: Important for secondary programs to be aware of the health care requirements; dealt with at post-secondary.
TOPIC 7: LEADERSHIP AND TEAMWORK - Use leadership and teamwork skills in collaborating with others to accomplish organizational goals and objectives.				
INDICATOR 07.01 Have the ability to take command of situations commonly assigned to employees in correctional environments in order to demonstrate the ability to lead and collaborate with others.	MEASURE 07.01.01 Execute strategies for organizing and delegating team-based tasks in a correctional environment.	Y	Y	e.g., Demonstrate knowledge of the principles of leadership within institutional and community-based correctional settings.
				e.g., Assume leadership role when assigned such responsibilities.
				e.g., Work with others to develop and achieve team goals.
	MEASURE 07.01.02 Develop understanding of cultural diversity.	Y	Y	e.g., Set basic standards of conduct among the group.
e.g., Provide and receive constructive criticism and praise.				

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TOPIC 8: ETHICS AND LEGAL RESPONSIBILITIES: Know and understand the importance of professional ethics and legal responsibilities.					
INDICATOR 08.01 Analyze and select techniques used to manage crisis situations in correctional environments in order to protect individuals and society. SPECIAL NOTE: Business/Industry: This topic is an important area! Moreso in the recent years--honesty, doing the right thing.	MEASURE 08.01.01 Compare and contrast approaches to handling various crisis situations.	Y	Y	e.g., Identify different variables involving individuals with threatening problems.	
				e.g., Negotiate with at-risk youth.	
				e.g., Identify effects of drug use in a crisis situation.	
		MEASURE 08.01.02 Participate in crisis management plans that incorporate appropriate and effective techniques used to protect individual and societal rights.	Y	Y	e.g., Demonstrate sensitivity and understanding to individual and societal rights during role-play.
					e.g., Establish demands, deadlines, and terms of surrender for crisis negotiations.
					e.g., Differentiate between public safety and individual rights during crisis negotiations.
					e.g., Identify appropriate techniques of collecting evidence for criminal prosecution at crisis situations.
					e.g., Discuss steps leading to successful prosecution of law-breakers causing crisis situation.
					e.g., Identify issues involved in establishing operational security for crisis situations.
INDICATOR 08.02 Execute protocols created to reduce or address sexual assault in order to reduce violations of this kind in the correctional environment and public at large.	MEASURE 08.02.01 Know the Prison Rape Elimination Act (PREA) and the role of correctional staff in enforcing elements of the Act.	O	Y		
	MEASURE 08.02.02 Understand procedures and techniques to enforce sexual assault and abuse laws.	Y	Y	e.g., Demonstrate how to appropriately respond to sexual assault violations.	
				e.g., Apply the law to make appropriate decisions in sexual assault violation cases.	
	MEASURE 08.02.03 Perform the duties of a correctional officer in cases related to sexual assault and abuse.	O	O	e.g., Explain the criminal mind and abnormal psychology related to sexual abuse.	

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INDICATOR 08.03 Appraise situations that require the use of force and select appropriate times to utilize varying degrees of force, including force, in order to demonstrate understanding of the proper use of force in correctional environments.	MEASURE 08.03.01 Model reactions to a variety of situations that demonstrate an understanding of the proper use of force.	Y	Y	e.g., State the importance of following departmental policy on force.
				e.g., List examples of situations where use of force is authorized.
	MEASURE 08.03.02 Model reactions to a variety of situations that demonstrate an understanding regarding how to use the force continuum.	Y	Y	e.g., State the levels of force from the lowest to the highest.
				e.g., Provide appropriate responses to each level of Use of Force.
	MEASURE 08.03.03 Demonstrate knowledge of the policies involving use of force on inmates.	Y	Y	
	INDICATOR 08.04 Analyze and summarize the ethical and legal responsibilities of correctional staff to ensure protections of rights and understanding of responsibilities.	MEASURE 08.04.01 Demonstrate knowledge of ethical and unethical behavior by correctional staff.	Y	Y

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TOPIC 9: EMPLOYABILITY AND CAREER DEVELOPMENT: Know and understand the importance of employability skills. Explore, plan, and effectively manage careers. Know and understand the importance of entrepreneurship skills.				
INDICATOR 09.01 Interpret and apply written policies, procedures and rules to perform effectively within the Corrections and/or Security workplace.	MEASURE 09.01.01 Locate appropriate information on organizational policies in handbooks and manuals.	Y	Y	e.g., Identify the contents of various organizational policy and procedures. e.g., Select the appropriate document(s) as reference for the situation.
	MEASURE 09.01.02 Analyze how specific organizational policies and rules, if applied, may influence specific situations in the workplace.	Y	Y	
INDICATOR 09.02 Assess and evaluate career opportunities in the Corrections and Security pathways to broaden awareness of careers available in the industry.	MEASURE 09.02.01 Research and match career opportunities based upon their appeal with personal career goals.	Y	Y	e.g., Locate and interpret career information for at least one career cluster.
				e.g., Identify job requirements for career pathways.
	MEASURE 09.02.02 Match personal interests and aptitudes to careers when researching opportunities within the career pathways.	Y	Y	e.g., Identify educational and credentialing requirements for career cluster and pathways.
				e.g., Identify personal interests and aptitudes. Comment form Business/Industry: Provide early on in career training. e.g., Identify job requirements and characteristics of selected careers.
MEASURE 09.02.03 List career options and related requirements for success in Corrections and Security.	Y	Y	e.g., Compare personal interests and aptitudes with job requirements and characteristics of career selected. e.g., Modify career goals based on results of personal interests and aptitudes with career requirements and characteristics.	

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	MEASURE 09.02.04 Summarize both the advantages and disadvantages associated with common careers in Corrections and Security .	Y	Y	
INDICATOR 09.03 Analyze the characteristics of different careers in Corrections and Security to develop a personal perspective on the nature of the work, entry-level requirements, career paths and challenges.	MEASURE 09.03.01 List responsibilities, requirements and advancement opportunities, as well as emotional and physical challenges of employees in selected careers.	Y	Y	<i>e.g., Discuss career requirements contained within selected careers in Corrections and Security.</i> <i>e.g., Compare selected careers in Corrections and Security with other options (i.e. Law Enforcement).</i> <i>e.g., Assess one’s own abilities to enter a Corrections and/or Security career.</i> <i>e.g., Outline a realistic career development plan.</i>
	MEASURE 09.03.02 Compare and contrast the characteristics of selected careers.	Y	Y	
INDICATOR 09.04 Research and evaluate employment opportunities in Correction and Security Services using reliable sources.	MEASURE 09.04.01 Examine multiple areas of Corrections and Security employment to identify potential employment opportunities that match skills and personal preferences.	Y	Y	<i>e.g., Consider employment institutional environments such as jails/local detention facilities, juvenile detention facilities, and state and federal prisons.</i> <i>e.g., Look over jobs in community corrections such as parole, probation, and halfway houses.</i> <i>e.g., Interview people currently employed in corrections related agencies to glean a better understanding of the field of corrections and the challenges and rewards of a career in corrections.</i>
	MEASURE 09.04.02 Evaluate personal abilities and preferences to determine if they meet requirements for employment in Corrections and/or Security Services.	Y	Y	<i>e.g., Prepare references for background checks.</i> <i>e.g., Be prepared to take drug tests.</i> <i>e.g., Be prepared to take a pre-employment written examination.</i> <i>e.g., Plan on undergoing a psychological evaluation.</i> <i>e.g., Keep in good physical shape to meet requirements.</i>

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INDICATOR 09.05 Model skills and behaviors that demonstrate an adequate level of drive in order to seek, apply for, obtain, and accept employment within Correction and/or Security Services.	MEASURE 09.05.01 Execute effective search methods to locate potential Correctional or Security Services employment opportunities.	O	O	e.g., Prepare a personal budget to estimate the salary you will require.
				e.g., Confine your search to job areas where pay will meet your requirements.
				e.g., Evaluate and compare compensation packages.
				e.g., Outline training needs.
				e.g., Look for career enhancing opportunities.
	MEASURE 09.05.02 Prepare the necessary documents required to seek and acquire a career in Corrections or Security.	Y	Y	e.g., Prepare a resume complete with a job application letter.
				e.g., Complete job application forms.
				e.g., Seek out job interview coaching to assist in honing interview skills and techniques.
				e.g., Use effective communications skills at interviews.
MEASURE 09.05.03 Learn and execute interview skills and how to talk to panels of interviewers.	Y	Y	e.g., Write interview follow-up letters.	
			e.g., Write a letter accepting employment.	
INDICATOR 09.06 Create, implement and revise a plan for continuing education and training within the correctional services field in order to promote career advancement, personal development and a positive image for Correctional or Security Services employees.	MEASURE 09.06.01 Identify continuing education opportunities, programs and habits to include in a plan.	Y	Y	e.g., Attend seminars and other meetings that bring experts in for presentations that keep personnel up-to-date with new processes and equipment.
				e.g., Volunteer for public service in your community.
				e.g., Read magazines and other materials that cater to corrections.
				e.g., Join and participate in organizations that promote your job and keep you informed and current.

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				<i>e.g., Develop a self improvement plan.</i>
	MEASURE 09.06.02 Participate in continuing education opportunities and programs.	Y	Y	Comment from Business/Industry: Participate in Annual Refresher Training (ART) including online training (e.g. sexual harassment, ethics, First Aid, CPR).
	MEASURE 09.06.03 Model behaviors that demonstrate a commitment to career growth and continuing education.	Y	Y	Comment from Secondary/Postsecondary: Personal accountability is essential.
INDICATOR 09.07 Compare and contrast non-custodial career opportunities in correctional environments in order to identify multiple opportunities for employment in support of Correction or Security Services.	MEASURE 09.07.01 Evaluate career options that are not in direct contact with inmates in corrections, but can be found within settings such as medical, food, administrative/clerical, maintenance, training and education, program management, etc.	O	Y	
TOPIC 10: TECHNICAL SKILLS - Access, process, maintain, evaluate, and disseminate information to assist in business decision-making.				
INDICATOR 10.01 Summarize and apply knowledge of technical skill procedures typical of correctional staff to effectively complete day-to-day operations of correctional facilities.	MEASURE 10.01.01 Know the policies and procedures for inmate supervision and discipline.	O	Y	
	MEASURE 10.01.02 Know the policies and procedures for inmate security and control.	O	Y	
	MEASURE 10.01.03 Describe procedures and authority for use of firearms, gas and use of force in dealing with inmates in crisis situations.	Y	Y	
	MEASURE 10.01.04 -Know emergency plans and procedures for correctional facilities.	N	N	Comment from Business/Industry: Depends on facility (e.g. half-way house, prison)--basic knowledge/ compliance with policies & procedures is important.

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PERFORMANCE INDICATOR	PERFORMANCE MEASURE	COMMON CORE COMPETENCIES Consensus among work group		COMMENTS
		Secondary	Post-secondary	
	MEASURE 10.01.05 Describe the process for providing food services and the critical elements to ensure an effective operation.	N	O	
	MEASURE 10.01.06 Demonstrate knowledge of the processes for inmate reception, orientation and classification.	O	Y	Comment from Business/Industry: Should know who should be in what unit and why classified as such--risk/need assessment for inmate classification.
	MEASURE 10.01.07 Demonstrate knowledge of parole and release policies and procedures.	O	Y	
	MEASURE 10.01.08 Analyze prisoner re-entry programs and their affect on communities and those re-entering society.	O	Y	
INDICATOR 10.02 Summarize and apply knowledge of technical skill procedures typical of community corrections staff to effectively complete day-to-day operations of pre-trial and post-conviction supervision.	MEASURE 10.02.01 Define probation and parole.	Y	Y	Comment from Business/Industry: Need knowledge of criminogenic factors and have ability to ID risk-need assessment and what tools are needed. Need to know latest research that works in corrections, including EBP (Evidence-Based Practice). Data analysis is so important now.
	MEASURE 10.02.02 Compare and contrast the number of individuals on probation/parole versus individuals incarcerated in Minnesota.	Y	Y	<i>e.g., Research and summarize the job openings in each of these areas.</i>
	MEASURE 10.02.03 Demonstrate an understanding of rehabilitation and evidence-based practices.	Y	Y	<i>e.g., Evaluate case studies and identify rehabilitation and evidence-based practices.</i> Comment from Business/Industry: Knowledge of programs in corrections that are proven to work--understand the data & outcomes.
	MEASURE 10.02.04 Demonstrate an understanding of probation and parole violations.	Y	Y	<i>e.g., Evaluate case studies and identify probation and parole violations.</i>
	MEASURE 10.02.05 Demonstrate an understanding for a probation/parole revocation.	Y	Y	<i>e.g., Evaluate case studies and identify probation and parole revocations.</i>
	MEASURE 10.02.06 Demonstrate knowledge of parole and release policies and procedures.	Y	Y	<i>e.g. Review case studies to highlight policies and procedures.</i>

Pathway: Correction Services

Cluster: Law, Public Safety, Corrections, and Security

<i>KEY: Y=Essential N=Not Essential O=Optional</i>				
PERFORMANCE INDICATOR	PERFORMANCE MEASURE	COMMON CORE COMPETENCIES Consensus among work group		COMMENTS
		Secondary	Post-secondary	
	MEASURE 10.02.07 Analyze prisoner re-entry programs and their affect on communities and those re-entering society.	Y	Y	<i>e.g. Articulate various re-entry programs.</i>
	MEASURE 10.02.08 Demonstrate knowledge of probation and release policies and procedures.	Y	Y	<i>e.g., Review case studies to highlight policies and procedures.</i>
	MEASURE 10.02.09 Describe the role of public relations and the community.	Y	Y	<i>e.g. Articulate knowledge of cultural expectations and family support systems.</i>

Pathway: Correction Services

Cluster: Law, Public Safety, Corrections, and Security

An "assessment blueprint" is a document that indicates the knowledge and skills that will be covered in an assessment instrument and the percentage of the assessment that will be devoted to each area of knowledge and skills. The Minnesota assessment blueprints will be used to review the appropriateness of existing assessments by determining how closely those assessments match up to what the Career Pathway teams have determined should be assessed. The assessment blueprints can also be used to guide the development of new assessments where suitable third-party assessments do not exist.

		SECONDARY	POST-SECONDARY	BUSINESS & INDUSTRY
		% of Assessment ↓	% of Assessment ↓	% of Assessment ↓
TOPIC 1	ACADEMIC FOUNDATIONS - Achieve additional academic knowledge and skills required to pursue the full range of career and postsecondary opportunities within Correction Services.	12.5%	8.0%	7.0%
TOPIC 2	COMMUNICATION - Use oral and written communication skills in creating, expressing, and interpreting information and ideas including technical terminology and information.	15.0%	20.0%	22.0%
TOPIC 3	PROBLEM-SOLVING AND CRITICAL THINKING - Solve problems using critical thinking skills (analyze, synthesize, and evaluate) independently and in teams. Solve problems using creativity and innovation.	12.5%	20.0%	20.0%
TOPIC 4	INFORMATION TECHNOLOGY APPLICATIONS - Use information technology tools specific to business, administration, and management to access, manage, integrate, and create information.	7.5%	3.0%	3.5%
TOPIC 5	SYSTEMS - Understand roles within teams, work units, departments, organizations, inter-organizational systems, and the larger environment. Identify how key organizational systems affect organizational performance and the quality of products and services. Understand global context of industries and careers.	7.5%	9.0%	9.5%
TOPIC 6	SAFETY, HEALTH AND ENVIRONMENTAL - Understand the importance of health, safety, and environmental management systems in organization.	5.0%	4.0%	3.0%
TOPIC 7	LEADERSHIP AND TEAMWORK - Use leadership and teamwork skills in collaborating with others to accomplish organizational goals and objectives.	10.0%	7.0%	7.5%
TOPIC 8	ETHICS AND LEGAL RESPONSIBILITY - Know and understand the importance of professional ethics and legal responsibilities.	10.0%	15.0%	15.5%
TOPIC 9	EMPLOYABILITY AND CAREER DEVELOPMENT - Know and understand the importance of employability skills. Explore, plan, and effectively manage careers. Know and understand the importance of entrepreneurship skills.	12.5%	6.0%	5.0%
TOPIC 10	TECHNICAL SKILLS - Use of technical knowledge and skills required to pursue careers in the specific area or pathway, including knowledge of design, operation, and maintenance of technological systems critical to the Correction Services career pathway.	7.5%	8.0%	7.0%
		100.0%	100.0%	100.0%

Law, Public Safety, Corrections and Security: Correction Services

Career Pathway Plan of Study for ► Learners ► Parents ► Counselors ► Teachers/Faculty--Effective Graduates 2015 & Beyond

*This Career Pathway Plan of Study (based on the Correction Services Pathway of the Law, Public Safety, Corrections and Security Career Cluster) can serve as a guide, along with other career planning materials, as learners continue on a career path. Courses listed within this plan are only recommended coursework and should be individualized to meet each learner's educational and career goals. *This Plan of Study, used for learners at an educational institution, should be customized with course titles and appropriate high school graduation requirements as well as college entrance requirements.*

EDUCATION LEVELS	GRADE	English/ Language Arts	Math	Science	Social Studies/ Sciences	Other Required Courses Other Electives Recommended Electives Learner Activities	*Career and Technical Courses and/or Degree Major Courses for Natural Resources Systems Pathway	SAMPLE Occupations Relating to This Pathway
<i>Interest Inventory Administered and Plan of Study Initiated for all Learners</i>								
SECONDARY	9	English/ Language Arts I	Geometry	Earth or Life or Physical Science	Government & Citizenship/ Geography	All plans of study should meet local and state high school graduation requirements and college entrance requirements including art, health, and physical education. HOSA, SkillsUSA, or other CTE student organization activities are also important for personal growth and leadership development.	• Introduction to Careers	Occupations Requiring Postsecondary Education ► Case Manager ► Case Manager Youth Services ► Community Corrections Practitioner ► Corrections Officer ► Corrections Trainer ► Detention Deputy ► Detention & Deportation Officer ► Jail Administrator ► Jail Guard ► Probation/ Parole Officer ► Program Coordinator & Counselor ► Public Information Officer ► Transport Officer ► Warden
	10	English/ Language Arts II	Algebra II	Biology	U.S. History		• Career Exploration in Law, Public Safety, Corrections, & Security • Computer Applications	
	11	English/ Language Arts III	Statistics & Probability	Chemistry or Physics or CTE Science Equivalent	World History		• Law Enforcement & Correction Careers OR • Criminal Justice	
	<i>College Placement Assessments-Academic/Career Advisement Provided</i>							
	12	English/ Language Arts IV	Math Elective (i.e., CTE Math Equivalent)	Science Elective (i.e., Health Science, Anatomy & Physiology)	Economics (Ag. Ed./ Bus. Ed./ Social Studies)	• Law Enforcement & Correction Careers II OR • Criminal Justice II	Occupations Requiring Baccalaureate or Graduate Education Level ► Attorney ► Corrections Educator	
<i>Articulation/Dual Credit Transcribed-Postsecondary courses may be taken/moved to the secondary level for articulation/dual credit purposes.</i>								
POSTSECONDARY	Year 1	Required Transfer Curriculum Goals Determined by Local College Program in College Year 1 and Year 2 - Goal 1: Communication; Goal 2: Critical Thinking/Problem-Solving; Goal 3: Natural Science; Goal 4: Mathematical/Logical Reasoning; Goal 5: History and the Social and Behavior Sciences; Goal 6: The Humanities and the Arts; Goal 7: Human Diversity; Goal 8: Global Perspective; Goal 9: Ethical and Civic Responsibility; Goal 10: People and the Environment				All plans of study need to meet learners' career goals with regard to required degrees, licenses, certifications or journey worker status. HOSA, SkillsUSA, or other local student organization activities may also be important to include.	• Criminal Justice Courses	
	Year 2						• Advanced Criminal Justice Courses	
	Yr. 3	American Government, Psychology, Political Science, Sociology					• Continue Courses in Areas of Specialization	
	Yr. 4						• Complete Corrections Services Major (4-year degree program)	