

PURSUIT POLICY TRAINING

What's next?

Scheduling a Workshop:

1. Upon returning to your Agency, determine three dates and locations that will be convenient for 10-50 law enforcement officers to attend a 4 hour Workshop.
 - The Workshops may have the best attendance if they are held in conjunction with another related event.
 - Use locations that have the following items available:
 - Laptop
 - LCD Projector
 - Screen
 - Flip Chart or Dry Erase Board
 - Markers
2. Prior to attending your Train-the-Trainer course you have been emailed a username & password to logon to the Pursuit Policy database. Use this login information to schedule workshops & to find important documents (directions to schedule and manage workshops are included on your thumb drive).
3. Once the Workshop is scheduled, customize and distribute the flyer and/or email located on the database to inform law enforcement officers in your area that a Pursuit Policy Workshop will be conducted.

Preparing for a Workshop:

1. Login to the Pursuit Training Database to review and print the roster & roster template.
2. Make proper arrangements to print off the participant manuals & certificates.
3. Use the contact information on the roster to remind attendees to bring their Agency's Pursuit Policy, and other important details.

Conducting a Pursuit Policy Workshop:

1. Use the Pursuit Policy Instructor Manual for reference.
 2. Show the PowerPoint slideshow included on your thumb drive.
- * Remember, in order to be compensated, the Workshop must be taught on your own time, not agency time; and the Workshop must include at least 10 law enforcement officers.

Reimbursement process:

1. Fill out the reimbursement form on the Pursuit Policy database & submit proof of mileage & receipts to:
 - info@pursuitpolicy.org, or
 - Pursuit Policy
PO Box 549
Boise, ID 83701
2. There are separate forms for your Train-the-Trainer & for the workshops; be sure to submit the correct form for each.