



HOME



MY CATALOG



MY HISTORY



MY FORUMS

MANAGE CERTIFICATIONS



REPORTS



MY AGENCY

Hello Richard

Course Certifications > Course Certification Info

Course Certification Info

Edit

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NWS - Jail Management System Update

Type: RFC Annual

Status: Approved

Version: 1.0

Cert. Number: 75-64094

Certification Date: 8/10/2018

Expiration Date: 8/10/2020

Created By:

Created Date: 1/1/1900

Last Modified By: Richard Blodgett

Last Modified Date: 8/10/2018

Course Information

Est. Class Size: 16

Course Hours: 16

Primary Population: Adult Corrections Officer, Supervisors

Agency Specific: No

Delivery Method: ILT – Instructor Lead Training

Course Summary:

This course is a refresher to the 24 hour New World Jail Management System course given in April of 2011 to the Correctional staff of the Merced County Sheriff's Department. Due to unforeseen issues, the JMS was not implemented at that time. It has now been fully implemented and because of the extended period of inactivity, a refresher course was required. This 16 hour refresher course will not replace the 24 hour basic course for the New World Jail Management System. After the initial training dates, this 16 hour class will be given as needed to staff who have been operating in a special duty capacity for an extended period and require a subject matter refresher or update on any procedural changes.

Contact: Richard Blodgett
Phone: 2093857445

RBlodgett@co.merced.ca.us

Provider Information

Provider Name: Merced County Sheriff's Department

Contact: Brandon Griffith
Phone: (209) 385-7410
Fax: (209) 385-7489

bgriffith@co.merced.ca.us
700 West 22th Street
Merced, CA 95340

Course will exceed the STC maximum tuition of \$12.50 an hour? No

Performance Objectives

Instructors will be able to observe the students perform the following tasks: 1. Sign on and access the Jail Management System without error 2. Navigate the Jail Management System, customize the navigation bar, Access, create, edit, preview, and print correctional facility reports. 3. Enter and track inmate grievances & activities 4. Process Visitor information, bookings, releases 5. Enter and track inmate movement, charges, court dates, gang information 6. Create a Quick Booking and a standard/comprehensive Booking record; print a Booking Card; track inmate contacts; work with booking timers for housing inmates; grant and remove inmate Trustee status; enter, maintain, and track trustee events. 7. Book and release inmates by using the Booking Wizard and the Release Wizard Enter and maintain inmate incidents. Locate and process adult subject records and business/place records, and review person and business activity records. 8. Create and maintain inmate housing assignments and "mass move" lists. 9. Create and view inmate activity log entries and inmate activity results; and view scheduled event results for a specified pod/block, event, and date. 10. Enter, maintain, and track correctional officer activities such as bed checks, walkthroughs, head counts, and cell searches 11. Enter and maintain property records, including the storage and release of inmate possessions, and the issuance and return of facility items issued to inmates.

Testing Procedures (if applicable)

Performance (Behavior Skills)

Assurance Statement

By submitting this course I assure that I am following **the STC Policies and Procedures Manual for Training Providers**, including the requirement to have a lesson plan on file for this course. I further certify that the information included in this request is accurate to the best of my knowledge.

Assured by Provider: Yes

Versions

Previous versions of this certification

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Change History

Changes made to this certification

[View All](#)

Change	Action	Changed Date
Core Certification Type	edited	8/9/2018
Version	edited	8/9/2018
Primary Population Supervisors	edited	8/9/2018
Course Contact	edited	8/9/2018
Contact Email	edited	8/9/2018
Contact Phone	edited	8/9/2018
Assurance Statement	edited	8/9/2018
Data Source	edited	8/9/2018
Modified By	edited	8/9/2018

Attachments

Attachments for this certification

[Edit](#)

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Instructors

Course instructors

[Edit](#)

[Delete](#)

- TM [Blodgett, Richard](#)
- I [Hendon, John](#)

Course Outline

[Edit](#)

Day	Begin	End	Subject Matter	Instructional Methodology	Instructor	Agency Notes
1	1200	1300	Lunch	Other	"Blodgett, Rik"	
1	1300	1430	Booking Overview & Updates	Lecture	"Blodgett, Rik"	
1	1400	1600	Create Booking, Edit, Update, Search & Browse	Trainee Practice	"Blodgett, Rik"	
1	700	800	Introduction to NWS Updates and overview of course objectives	Lecture	"Blodgett, Rik"	
1	800	900	Global jackets browses, search, create & edit	Lecture	"Blodgett, Rik"	

15 event(s) total

Schedule

Course dates and locations

[Edit](#)

Event ID	Start Date ▼	End Date	Location	Registration Count
	1/14/2019	1/15/2019	Merced	

1 date(s) total