

1 12 NCAC 10B .0905 IS AMENDED AS PUBLISHED IN VOLUME 35, ISSUE 13, PAGES 1443 – 1445 OF THE  
2 NORTH CAROLINA PUBLIC REGISTER **WITH CHANGES** AS FOLLOWS:

3  
4 **12 NCAC 10B .0905 TERMS AND CONDITIONS OF DETENTION OFFICER INSTRUCTOR**  
5 **CERTIFICATION**

6 (a) An applicant meeting the requirements for certification as a Detention Officer Instructor shall serve a  
7 probationary period. ~~The probationary period shall be set to expire concurrently with the expiration of the~~  
8 ~~instructors' General Instructor Certification issued by the North Carolina Criminal Justice Education and Training~~  
9 ~~Standards Commission.~~ The expiration dates of any existing ~~commission issued~~ **Commission-issued** Probationary  
10 General Detention Officer Instructor Certifications shall be set to expire concurrently with the expiration of the  
11 ~~instructors' instructor's Probationary~~ **instructor's Probationary** General Instructor Certification issued by the North Carolina Criminal Justice  
12 Education and Training Standards Commission. If the time-period before the expiration date is less than one year,  
13 then the eight hours of instruction **as specified in Paragraph (b) of this Rule** shall be waived for this shortened term  
14 and Full General Detention Officer Instructor Certification shall be issued provided all other conditions for Full  
15 **General Detention Officer Instructor** Certification status as set out in Paragraph (b) of this Section are met. If the  
16 applicant has a Full General Instructor certification with no expiration date, the expiration date for the Probationary  
17 Detention Officer Instructor Certification shall be set for a period of one year from date of issue.

18 (b) The probationary instructor shall be awarded ~~full~~ **Full General** Detention Officer Instructor Certification at the  
19 end of the probationary period if the ~~instructors instructor's~~ **instructor's** certification required in 12 NCAC 10B .0904(a)(2)  
20 .0904(a) remains valid, and ~~that~~ the instructor ~~through application,~~ submits to the Division **a completed Request for**  
21 **Detention Officer Instructor Certification Form I-2, with** either:

- 22 (1) a favorable recommendation from a school director accompanied by certification on a ~~commission~~  
23 **Commission** Instructor Evaluation Form **F-16** that the instructor **satisfactorily** taught a minimum  
24 of eight hours as specified in Paragraph (e) of this Rule in a ~~[basic]~~ **commission-certified**  
25 **Commission-certified** Detention Officer Certification ~~Course~~ **Course**, or in a ~~[commission~~  
26 ~~recognized]~~ **Commission-recognized** Detention Officer In-Service ~~[Course.]~~ **Course** as set out in  
27 **the Mandated In-Service Training Manual published by the North Carolina Justice Academy,**  
28 during ~~his/her~~ **his or her** probationary year; or
- 29 (2) ~~an acceptable~~ **a favorable** written evaluation as specified in Paragraph (e) of this Rule by a  
30 ~~commission~~ **Commission** member or **Division** staff member based on an on-site classroom  
31 evaluation of the probationary instructor in a ~~commission-certified~~ **Commission-certified**  
32 Detention Officer Certification ~~Course.~~ **Course** or in a **Commission-recognized Detention Officer**  
33 **In-Service Course.** ~~Such The~~ evaluation shall be certified on a ~~commission~~ **Criminal Justice**  
34 Instructor Evaluation ~~Form.~~ **Form F-16.** In addition, instructors evaluated by a ~~commission~~  
35 **Commission member** or **Division** staff member must also teach a minimum of eight hours in a  
36 ~~commission-certified~~ **Commission-certified** Detention Officer Certification Course during ~~his/her~~  
37 **his or her** probationary year.

1 (c) The expiration dates of any existing commission-issued Full General Detention Officer Instructor Certifications  
2 shall be set to expire concurrently with the expiration of the ~~instructors' instructor's~~ Probationary General Instructor  
3 Certification issued by the North Carolina Criminal Justice Education and Training Standards Commission. If the  
4 time-period before the expiration date ~~shall be is~~ less than three years, then the 12 hours of instruction shall be  
5 waived for this shortened term and Full General Detention Officer Instructor Certification shall be renewed. If the  
6 applicant has a Full General Instructor Certification with no expiration date, the expiration date for the Full General  
7 Detention Officer Instructor Certification shall be set for a period of three years from the date of issue. Full General  
8 Detention Officer Instructor Certification is continuous shall remain valid so long as the instructor's certification  
9 required in 12 NCAC 10B .0904(a)(2) .0904(a) remains valid, and that the instructor submits to the Division every  
10 three years a Form I-2 renewal application ~~which includes and~~ either:

- 11 (1) a favorable recommendation from a school director accompanied by certification on a commission  
12 Commission Instructor Evaluation Form that the instructor satisfactorily taught a minimum of 12  
13 hours as specified in Paragraph (e) of this Rule in a commission certified Commission-certified  
14 Detention Officer Certification Course ~~Course~~, or in a [commission recognized] Commission-  
15 recognized Detention Officer In-Service Course, during the previous ~~two~~ three year period. ~~The~~  
16 ~~date full Instructor Certification is originally issued shall be the anniversary date from which each~~  
17 ~~two [three] year period is figured; or period; or~~  
18 (2) ~~an acceptable~~ a favorable written evaluation as specified in Paragraph (e) of this Rule by a  
19 ~~commission~~ Commission member or Division staff member based on a minimum 12 hours, on-site  
20 classroom observation of the instructor in a commission certified Commission-certified Detention  
21 Officer Certification Course.

22 (d) In the event a General Detention Officer Instructor Certification (either Probationary or Full) is terminated for  
23 failure to comply with Paragraph (c) of this Rule, ~~have been satisfactorily evaluated for 12 hours of instruction in a~~  
24 ~~Detention Officer Certification Course~~, the individual may re-apply for certification meeting the initial conditions  
25 for such the certification, but must and also provide documentation that he/she-he or she has audited the number of  
26 hours of instruction that he/she-he or she failed to teach in a delivery of an certified Detention Officer Certification  
27 Course.

28 (e) ~~An~~ A Criminal Justice Instructor Evaluation Form F-16 records a rating of instructional ability, student  
29 participation, and presentation of the lesson plan consistent with the requirements for successfully completing the  
30 Criminal Justice Instructor Training as set out in 12 NCAC 09B .0209.

- 31 (1) Instructional ability includes the instructor's:
  - 32 (A) voice quality (projection, articulation, speech rate);
  - 33 (B) verbal skill (fluency and clarity);
  - 34 (C) physical appearance and mannerisms (attire, posture, body language, eye contact,  
35 movement);
  - 36 (D) personal qualities of the instructor (knowledge, self-confidence, tact, enthusiasm,  
37 sensitivity); and

- 1 (E) selection and use of training aids (use of writing surface and other aids, effective use of  
2 multimedia, transparencies, and slides, relates aids to objectives, and use of aids when  
3 scheduled).
- 4 (2) Student participation includes the instructor's:
- 5 (A) use of questions to stimulate and encourage discussion and response to student questions;  
6 (B) ability to stimulate and encourage class participation, maintain the students attention  
7 students' attention, and engagement of all students effectively;  
8 (C) organization in the arrangement of the classroom for maximum effect, ensuring all  
9 training tools/items are ready when needed, and presentation for the class lesson; and  
10 (D) exercise of control and discipline of the students to maintain proper behavior and  
11 orderliness in the classroom, ability to remain in control during classroom discussions  
12 discussions, and handle of class disruptions and problems.
- 13 (3) Presentation of lesson plan includes the instructor's:
- 14 (A) full coverage of the lesson plan;  
15 (B) presentation of information in logical sequence;  
16 (C) timing of presentation to allow for sufficient time for questions and discussion;  
17 (D) transition of subjects with continuous progression and development of lesson;  
18 (E) emphasis of key points and frequent summarization of topics to entire lesson or course  
19 and use of vivid examples to clarify the subjects; and  
20 (F) frequent establishment of relevance of the topics to entire lesson or course and use of  
21 vivid examples to clarify the subjects; and  
22 (G) consistency of presentation in following the lesson plan.
- 23 (f) Individuals may, for just cause, be granted an extension to successfully teach the required minimum number of  
24 hours of instruction on a one-time basis only only once and not to exceed 12 months. For purposes of this Rule, just  
25 cause "just cause" means accident, illness, emergency, course cancellation, or other exceptional circumstances  
26 which that precluded the instructor from fulfilling the teaching requirement.

27  
28 *History Note: Authority G.S. 17E-4;*  
29 *Eff. January 1, 1989;*  
30 *Amended Eff. February 1, 2006; January 1, 2005; August 1, 2002; January 1, 1996; January 1,*  
31 *1992;*  
32 *Pursuant to G.S. 150B-21.3A, rule is necessary without substantive public interest Eff. March 6,*  
33 *2018.*  
34 *Amended Eff. May 1, 2021.*

1 12 NCAC 10B .0909 IS AMENDED AS PUBLISHED IN VOLUME 35, ISSUE 13, PAGES 1445 – 1446 OF THE  
2 NORTH CAROLINA PUBLIC REGISTER **WITH CHANGES** AS FOLLOWS:

3  
4 **12 NCAC 10B .0909 TERMS AND CONDITIONS OF A LIMITED LECTURER CERTIFICATION**

5 (a) An applicant meeting the requirements for certification as a Limited Lecturer shall serve a probationary period.  
6 The expiration dates of any existing ~~commission-issued~~ **Commission-issued** Limited Lecturer Certifications, where  
7 the individual holds instructor certification under the North Carolina Criminal Justice Education and Training  
8 Standards Commission, shall be set to expire concurrently with the other instructor certification(s) issued by the  
9 North Carolina Criminal Justice Education and Training Standards Commission. In the event ~~such the~~ instructor  
10 does not hold instructor certification under the North Carolina Criminal Justice Education and Training Standards  
11 Commission, but holds another instructor certification(s) issued through this Commission, the expiration date shall  
12 be set to expire concurrently with the other instructor certification(s) issued by this Commission. Where the  
13 instructor holds no certification through either Commission, certification as a Limited Lecturer shall remain  
14 effective for 12 months from the date of issuance. The lecturer shall apply for Full Limited Lecturer Certification at  
15 or before the expiration date. If the time-period before the expiration date is less than one year, then the four hours  
16 of instruction shall be waived for this shortened term and Full Limited Lecturer Certification shall be issued  
17 provided all other conditions for Full **Limited Lecturer Certification** status as set out in this **Section Rule** are met.

18 (b) The probationary instructor shall be eligible for ~~full Full~~ Limited Lecturer status at the end of the probationary  
19 period if the ~~instructor, through application, instructor~~ submits to the Commission:

- 20 (1) documentation on a ~~commission Form LL1~~ **Detention Officer Certification Form I-2** of at least  
21 four hours of instruction occurring within the probationary period in an area of the instructor's  
22 expertise related to each topic for which Limited Lecturer Certification was granted; and  
23 (2) documentation that all other certifications required in 12 NCAC 10B .0908 remain valid.

24 (c) The expiration dates of any existing ~~commission-issued~~ **Commission-issued** Full Limited Lecturer Certifications  
25 shall be set to expire concurrently with the expiration of the corresponding instructors' certification issued by the  
26 North Carolina Criminal Justice Education and Training Standards Commission. In the event ~~such the~~ instructor  
27 does not hold instructor certification under the North Carolina Criminal Justice Education and Training Standards  
28 Commission, but holds another instructor certification(s) issued through this Commission, the expiration date shall  
29 be set to expire concurrently with the other instructor certification(s) issued by this Commission. The lecturer shall  
30 apply for recertification at or before the expiration date. If the time period before the expiration date is less than  
31 three years, then the six hours of instruction shall be waived for this shortened term and Full Limited Lecturer  
32 Instructor Certification will be renewed provided all other conditions for Full status as set out in Subparagraph (2) of  
33 this Paragraph are met. Full Limited Lecturer Certification ~~shall be continuous~~ **remains valid** so long as the lecturer  
34 submits to the Division every ~~two~~ **three** years a **Detention Officer Certification Form I-2**:

- 35 (1) ~~documentation on a commission Form LL1 of documenting~~ at least six hours of instruction  
36 occurring within the three-year certification period in an area of the instructor's expertise related to  
37 each topic for which Limited Lecturer Certification was granted; and

1 (2) ~~a renewal application to include documentation~~ documenting that all other certifications required  
2 in 12 NCAC 10B .0908 remain valid.

3 (d) In the event a Limited Lecturer Instructor Certification (either Probationary or Full) is terminated for failure to  
4 comply with Paragraph (c) of this Rule, ~~have provided documentation of the minimum number of hours of~~  
5 ~~instruction occurring within the respective certification periods in an area of the instructor's expertise related to each~~  
6 ~~topic for which Limited Lecturer Certification was granted,~~ the individual may re-apply for certification meeting the  
7 initial conditions for such the certification, ~~but must and~~ also provide documentation on a Detention Officer  
8 Certification Form I-2 ~~commission Form LL2~~ that ~~he/she~~ he or she has audited the number of hours of instruction  
9 ~~he/she~~ he or she failed to teach in the topic area for which Limited Lecturer Certification was granted in the  
10 respective area of expertise.

11 (e) Individuals may, for just cause, be granted an extension to successfully teach the required minimum number of  
12 hours instruction on a one time basis only once not to exceed 12 months. For purposes of this Rule, just cause "just  
13 cause" means accident, illness, emergency, course cancellation, or other exceptional circumstances which that  
14 precluded the instructor from fulfilling the teaching requirement.

15  
16 *History Note: Authority G.S. 17E-4;*

17 *Eff. January 1, 1989;*

18 *Amended Eff. January 1, 2006; August 1, 2002; August 1, 2000; August 1, 1998; January 1, 1996;*

19 *January 1, 1994; January 1, 1992; January 1, 1991;*

20 *Pursuant to G.S. 150B-21.3A, rule is necessary without substantive public interest Eff. March 6,*  
21 *2018.*

22 *Amended Eff. May 1, 2021.*

1 12 NCAC 10B .0915 IS AMENDED AS PUBLISHED IN VOLUME 35, ISSUE 13, PAGES 1446 – 1447 OF THE  
2 NORTH CAROLINA PUBLIC REGISTER **WITH CHANGES** AS FOLLOWS:

3  
4 **12 NCAC 10B .0915 TERMS AND CONDITIONS OF TELECOMMUNICATOR INSTRUCTOR**  
5 **CERTIFICATION**

6 (a) An applicant meeting the requirements for certification as a Telecommunicator Instructor shall serve a  
7 probationary period. ~~The Telecommunicator Instructor Certification probationary period shall be set to automatically~~  
8 ~~expire concurrently with the expiration of the instructor's General Instructor Certification issued by the North~~  
9 ~~Carolina Criminal Justice Education and Training Standards Commission.~~ The expiration dates of any existing  
10 ~~commission issued~~ **Commission-issued** Probationary General Telecommunicator Instructor Certifications shall be  
11 set to expire concurrently with the expiration of the ~~instructors,~~ **instructor's** Probationary General Instructor  
12 Certification issued by the North Carolina Criminal Justice Education and Training Standards Commission. If the  
13 time-period before the expiration date is less than one year, then the eight hours of instruction **required for**  
14 **Probationary Telecommunicator Instructor Certification** shall be waived for this shortened term and Full General  
15 Telecommunicator Instructor Certification shall be issued provided all other conditions for Full ~~status~~ **General**  
16 **Telecommunicator Instructor Certification** as set out in Paragraph (b) of this Rule are met. **If the applicant has a Full**  
17 **General Instructor Certification through the Criminal Justice Education and Training Standards Commission with no**  
18 **expiration [date for] date,** the Probationary Telecommunicator Officer Instructor Certification shall be set for one  
19 **[(4)]** year from date of issue.

20 (b) The probationary instructor shall be awarded ~~full~~ **Full** Telecommunicator Instructor Certification at the end of  
21 the probationary period if the instructor's certification required in 12 NCAC 10B ~~.0914(a)(2)~~ **.0914(a)** remains valid,  
22 and ~~that~~ the instructor through application, submits to the Division **a completed Request for Telecommunicator**  
23 **Instructor Certification Form I-2T, with** either:

- 24 (1) a favorable recommendation from a school director accompanied by certification on a ~~commission~~  
25 **Commission** Instructor Evaluation Form that the instructor **satisfactorily** taught a minimum of  
26 eight hours as specified in Paragraph (e) of this Rule in a ~~commission-certified~~ **Commission-**  
27 **certified** Telecommunicator Certification ~~Course~~ **Course,** or in a ~~[commission-recognized]~~  
28 **Commission-recognized** Telecommunicator In-Service Training Course **as set out in the Mandated**  
29 **In-Service Training Manual published by the North Carolina Justice Academy** during ~~his/her~~ **his**  
30 **or her** probationary year; or  
31 (2) ~~an acceptable~~ **a favorable** written evaluation as specified in Paragraph (e) of this Rule by a  
32 ~~commission~~ **Commission** member or **Division** staff member based on an on-site classroom  
33 evaluation of the probationary instructor in a ~~commission-certified~~ **Commission-certified**  
34 Telecommunicator Certification ~~Course~~ **Course,** or in a ~~[commission-recognized]~~  
35 **Commission-recognized** Telecommunicator In-Service Training **Course. Such The** evaluation  
36 shall be certified on a ~~commission~~ **Criminal Justice** Instructor Evaluation ~~Form.~~ **Form F-16.** In  
37 addition, instructors evaluated by a ~~commission~~ **Commission** or **Division** staff member must also

1 teach a minimum of eight hours in a ~~commission-certified~~ Commission-certified  
2 Telecommunicator Certification Course during ~~his/her~~ his or her probationary year.

3 (c) The expiration dates of any existing ~~commission-issued~~ Commission-issued Full General Telecommunicator  
4 Instructor Certifications shall be set to expire concurrently with the expiration of the ~~instructors'-instructor's~~  
5 Probationary General Instructor Certification issued by the North Carolina Criminal Justice Education and Training  
6 Standards Commission. If the time-period before the expiration date is less than three years, then the 12 hours of  
7 instruction shall be waived for this shortened term and Full General Telecommunicator Instructor Certification shall  
8 be renewed. If the applicant has a ~~Full~~ Full General Instructor Certification with no expiration date, the expiration  
9 date for the Full Telecommunicator Officer Instructor Certification shall be set for three ~~(3)~~ years from the date of  
10 issue. Full Telecommunicator Instructor Certification ~~is shall remain valid continuous~~ so long as the instructor's  
11 certification required in 12 NCAC 10B ~~.0904(a)(2)~~ .0904(a) remains valid, and ~~that~~ the instructor submits to the  
12 Division every three years a ~~renewal application~~ a completed Request for Request for Telecommunicator Instructor  
13 Certification Form I-2T, with either:

- 14 (1) a favorable recommendation from a school director accompanied by certification on a ~~commission~~  
15 Commission Instructor Evaluation Form that the instructor satisfactorily taught a minimum of 12  
16 hours as specified in Paragraph (e) of this Rule in a ~~commission-certified~~ Commission-certified  
17 Telecommunicator Certification Course ~~Course~~, or a ~~commission-recognized~~ Commission-  
18 recognized Telecommunicator In-Service Training Course during the previous ~~two-year~~ three (3)  
19 year period. The date full Instructor Certification is originally issued is the anniversary date from  
20 which each three year period is figured; or period; or
- 21 (2) an acceptable a favorable written evaluation as specified in Paragraph (e) of this Rule by a  
22 ~~commission~~ Commission member or Division staff member based on a minimum 12 hours, on-site  
23 classroom observation of the instructor in a ~~commission-certified~~ Commission-certified  
24 Telecommunicator Certification Course, or a Commission-recognized Telecommunicator In-  
25 Service Training Course.

26 (d) In the event a General Telecommunicator Instructor Certification (either Probationary or Full) is terminated for  
27 failure to comply with Paragraph (c) of this Rule, have been evaluated for the required minimum number of hours of  
28 instruction in a Telecommunicator Certification Course, the individual may re-apply for certification meeting the  
29 initial conditions for ~~such the~~ such the certification, ~~but must and~~ but must and also provide documentation that ~~he/she~~ he or she  
30 has audited the number of hours of instruction that ~~he/she~~ he or she failed to teach in a delivery of a certified  
31 Telecommunicator Certification Course.

32 (e) An Instructor Evaluation Form records a rating of instructional ability, student participation, and presentation of  
33 the lesson plan consistent with the requirements for successfully completing the Criminal Justice Instructor Training  
34 as set out in 12 NCAC 09B .0209.

- 35 (1) Instructional ability includes the instructor's:  
36 (A) voice quality (projection, articulation, speech rate);  
37 (B) verbal skill (fluency and clarity);

- 1 (C) physical appearance and mannerisms (attire, posture, body language, eye contact,  
2 movement);
- 3 (D) personal qualities of the instructor (knowledge, self-confidence, tact, enthusiasm,  
4 sensitivity); and
- 5 (E) selection and use of training aids (use of writing surface and other aids, effective use of  
6 multimedia, transparencies, and slides, relates aids to objectives, and use of aids when  
7 scheduled).
- 8 (2) Student participation includes the instructor's:
- 9 (A) use of questions to ~~stimulate and~~ encourage discussion and response to student questions;
- 10 (B) ability to ~~stimulate and~~ encourage class participation, maintain the ~~students' attention~~  
11 ~~students' attention~~, and engagement of all students effectively;
- 12 (C) organization in the arrangement of the classroom for maximum effect, ensuring all  
13 training tools/items are ready when needed, and presentation for the class lesson; and
- 14 (D) exercise of control and discipline of the students to maintain proper behavior and  
15 orderliness in the classroom, ability to remain in control during classroom ~~discussions~~  
16 ~~discussions~~, and handle ~~of~~ class disruptions and problems.
- 17 (3) Presentation of lesson plan includes the instructor's:
- 18 (A) full coverage of the lesson plan;
- 19 (B) presentation of information in logical sequence;
- 20 (C) timing of presentation to allow for sufficient time for questions and discussion;
- 21 (D) transition of subjects with continuous progression and development of lesson;
- 22 (E) emphasis of key points and frequent summarization of topics to reinforce learning;
- 23 (F) frequent establishment of relevance of the topics to entire lesson or course and use of  
24 ~~vivid~~ examples to clarify the subjects; and
- 25 (G) consistency of presentation in following the lesson plan.
- 26 (f) Individuals may, for just cause, be granted an extension to successfully teach the required minimum number of  
27 hours ~~of~~ instruction ~~on a one-time basis~~ only ~~once~~ not to exceed 12 months. For purposes of this Rule, ~~just cause~~  
28 ~~"just cause"~~ means accident, illness, emergency, course cancellation, or other exceptional circumstances ~~which that~~  
29 precluded the instructor from fulfilling the teaching requirement.

30  
31 *History Note: Authority G.S. 17E-4;*

32 *Eff. April 1, 2001;*

33 *Amended Eff. February 1, 2006; January 1, 2005; August 1, 2002;*

34 *Pursuant to G.S. 150B-21.3A, rule is necessary without substantive public interest Eff. March 6,*  
35 *2018.*

36 *Amended Eff. May 1, 2021.*