



PEI-911 Online

COURSE CATALOG



I'm a
911 DISPATCHER
what's your
 **superpower?**

Profile Evaluations, Inc. (PEI)
The Public Safety Group (PSG)

For questions contact:
info@pei-911.com or call 386-239-3514

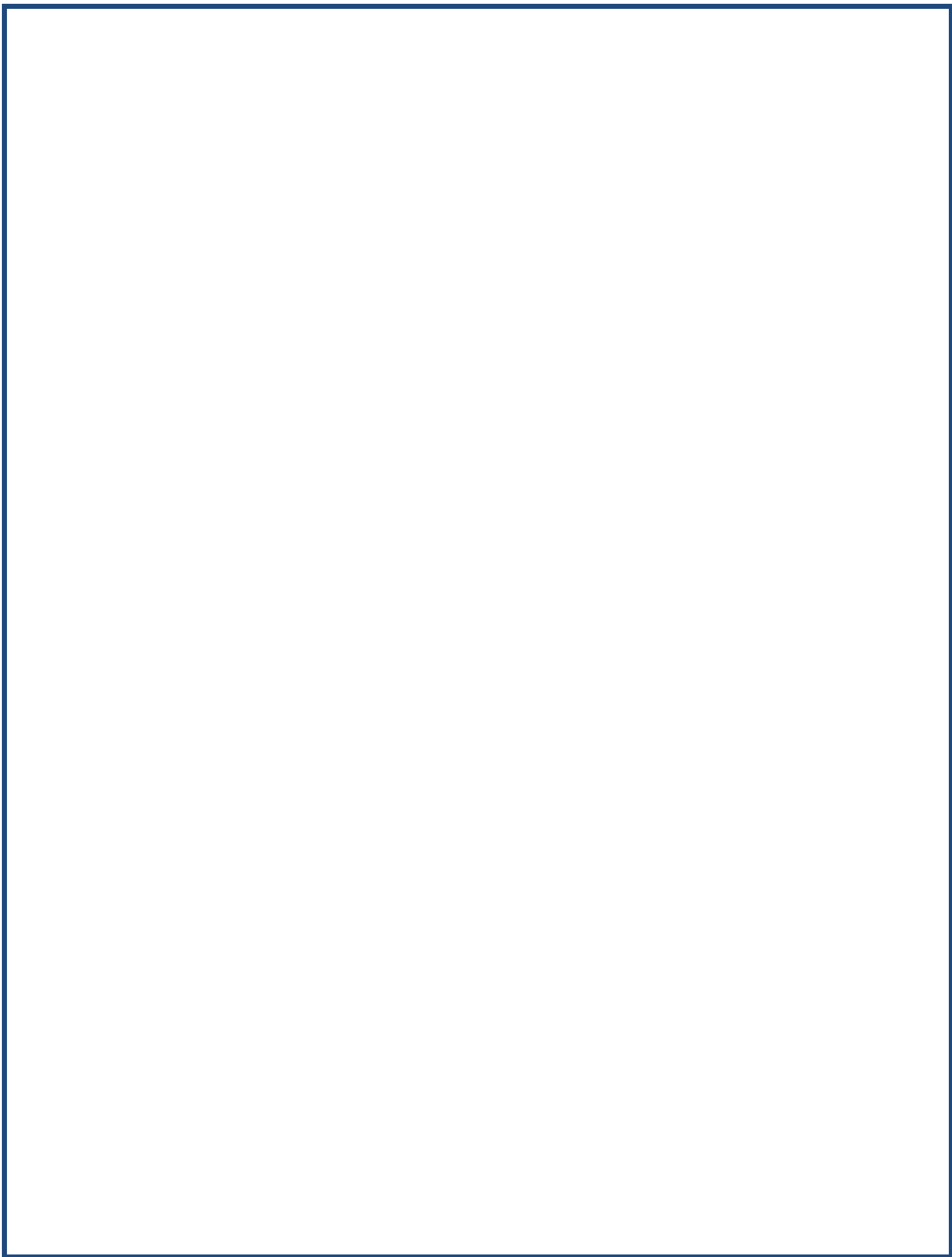
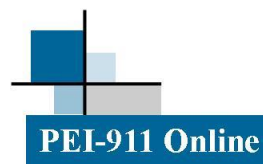
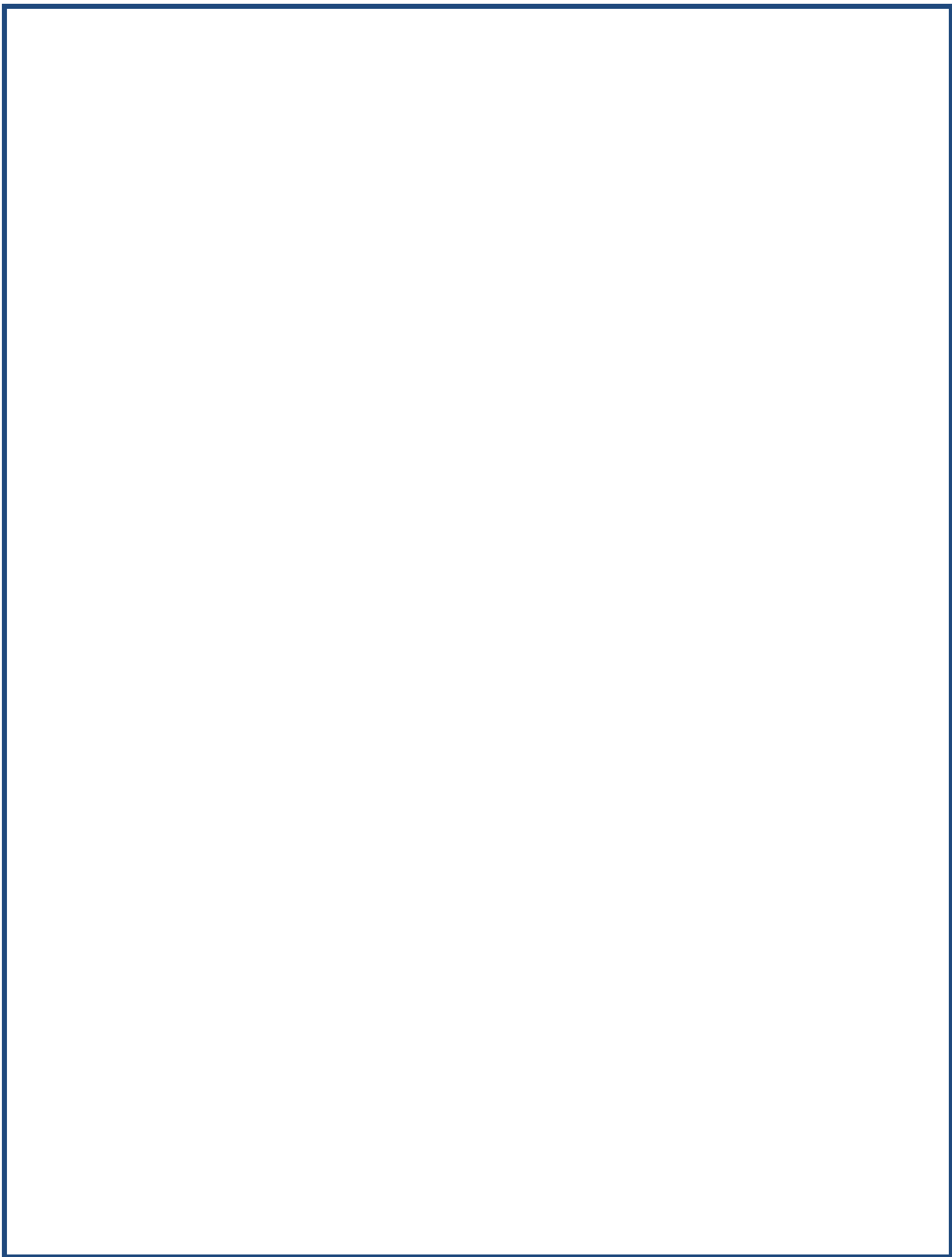
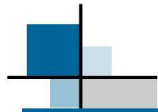


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PEI-911 Online

ABOUT PEI-911 ONLINE

PEI-911 Online provides comprehensive, quality training in a supportive, instructor-led online environment.

PEI-911 Online Courses are:

- **INFORMATIVE** – timely and easy-to-understand instruction provided by top industry experts.
- **INTERACTIVE** – students and instructors continuously interact through emails and online assignments.
- **REWARDING** – students are given the opportunity to network with their peers – to share information and discuss subjects of mutual interest.
- **COST-EFFECTIVE** – there are no travel costs and no hidden fees. All course materials and textbooks are included in the tuition

FREQUENTLY ASKED QUESTIONS

What is the format of PEI-911 Online Courses?

PEI-911 Online training courses are instructor-led, interactive and delivered asynchronously with scored assignments and a final exam. **This means that participants may login at any time that is convenient for them on any given day to work on that week's assignments and post responses to the discussion forums.** Each assignment has a maximum point value assigned to it. The maximum point score a participant can achieve by satisfactorily completing all assignments and the final exam is 200 points. Participants must score at least 160 points (80%) to earn certificates of completion awarding training hours.

Are PEI-911 Online Courses Self-Study?

No, PEI-911 Online courses are not self-study; there is a start date and an end date and assignments that must be completed each week.

How much time can I expect to spend each week completing assignments?

Depending on the course, you can expect to spend anywhere from 2 to 5 hours per week completing course assignments and interacting with your fellow classmates.

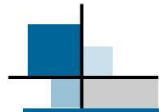
How long does it take to complete a PEI-911 Online course?

Time frames range from 3 to 6 weeks, depending on the course.

Do we receive a course textbook?

Yes, all PEI-911 Online courses have comprehensive course textbooks. With most courses, the textbook is downloaded, chapter by chapter, from the course website.

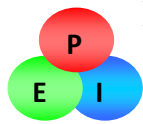
Any other questions? Email us at info@pei-911.com



PEI-911 Online

ABOUT PEI-911 ONLINE - PRINCIPALS

PEI-911 Online is a collaboration of Profile Evaluations, Inc. (PEI) and The Public Safety Group (PSG). Students who successfully complete PEI courses will receive a course certificate from PEI; students who successfully complete PSG courses will receive a course certificate from PSG.



PROFILE EVALUATIONS, INC.

Profile Evaluations, Inc. (PEI) was incorporated in 1988 and is an industry leader in employee selection, training and development. Our employee selection program combines personality and mental ability testing with solid behavior-based interviewing. Our training platform, PEI-911 Online, provides comprehensive instructor-led online training. Our employee development services include job analysis and agency specific performance appraisal systems.

For more information visit www.pei-911.com



THE PUBLIC SAFETY GROUP

The Public Safety Group (PSG) was incorporated in 1994 to train public safety professionals. The Public Safety Group has provided training for more than 1,000 public safety professionals a month all over the United States. The Public Safety Group's motto is to provide the highest quality training at affordable prices. Our instruction is professional, motivational and can be customized specifically for your agency. We offer live and online training, in-service training you can perform at your location and customizable SOP and training reference manuals.

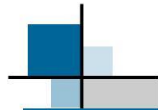
For more information visit www.publicsafetygroup.com

COURSE DEVELOPERS AND LEAD INSTRUCTORS



Tony Harrison is President of The Public Safety Group. He has over 35 years of public safety communications experience. He has lectured to over 20,000 public safety professionals in more than 150 cities, 48 states and 3 countries and presented at national APCO and NENA conferences. He holds a BA in Criminal Justice and a MA in Political Science.

Tony has served as a deputy sheriff, retiring after 20 years with the rank of Captain, and a calltaker, dispatcher, training coordinator and communications supervisor. Tony was the on-duty shift supervisor during the April 1995 bombing of the Alfred P. Murrah federal building in Oklahoma City, the largest domestic terrorist event in U.S. history. Tony has served on numerous national APCO and NENA committees. He also holds the distinction of APCO life member and Emergency Number Professional (ENP) from NENA.



COURSE DEVELOPERS AND LEAD INSTRUCTORS



Candice Solie (Candi) is Vice President of PEI. She has worked in the public safety communications industry for over 34 years and is a well-known speaker and trainer on issues relating to public safety communications employee selection, training, and management. She has extensive knowledge and experience in training course design and instruction, as well as job analysis and performance appraisal system design and development for public safety communications positions.

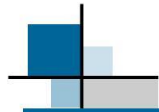
Ms. Solie previously served as the Director of the APCO Institute, the training division of APCO International. During her tenure, she oversaw all Institute operations and designed and co-authored several highly successful new hire and in-service training programs for public safety communications personnel, including *Public Safety Telecommunicator I, 6th Edition (PST1-6)* student and instructor courses, *Fire Communications, 1st Edition* student and instructor courses, and the *Registered Public Safety Leader (RPL)* certification course. She also wrote and presented numerous web seminars relating to employee selection, training, and management. Prior to her tenure at the APCO Institute, Ms. Solie served on the APCO Editorial Advisory Committee and the APCO Call Center Standards Committee.



Richard Solie (Dick) is President of PEI. He has over 34 years' experience as a public safety communications consultant. He served four years (two terms) on the APCO Board of Directors as the CAC Board Representative and was the recipient of the 2020 APCO Jack Daniel Award of Distinction for exceptional accomplishments by a commercial member in the field of Public Safety Communications. He also has served on the APCO Strategic Planning Workgroup, the Management Symposium team, the CEI Task Force, the Professional Development Events Committee, the Telematics Committee, and the Registered Public Safety Leader (RPL) course development work group.

Prior to joining PEI, Dick was Executive Vice President of one of the nation's largest financial services companies where he was responsible for the design and implementation of new products and services, and the selection and development of a staff of over 300 employees.

Dick holds a Juris Doctorate from William Mitchell College of Law and is a licensed attorney in the State of Minnesota.



ADJUNCT INSTRUCTORS

Our adjunct instructors represent some of the finest instructors in public safety communications. Each instructor has extensive public safety communications experience.



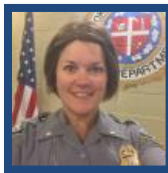
Paul Barbour is a highly decorated 29-year veteran of the Edmond Police Department, as well as a professional consultant. His career began as a dispatcher in Locust Grove, OK. After 4 1/2 years as a dispatcher at Locust Grove, he joined the Edmond police Department as an officer and retired as a Lieutenant in 2014. Paul holds an A.S. Degree in Police Science and is a certified police advanced instructor with CLEET as well as a Certified QPR Instructor and a Certified Internal Affairs Investigator.

Paul was a dispatcher during the time of the Edmond Post Office Massacre in 1986, which remains one the deadliest workplace violence acts in American History. Paul has responded to numerous volatile situations which include barricaded suspects, high risk actively armed suicidal people, suicidal barricades and hostage situations. He led the Crisis Negotiations Team at the Edmond Police Department for 16 years, beginning with its inception under his leadership in 1998, and is a graduate of the FBI's prestigious National Crisis Negotiation Course.



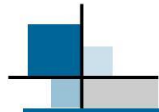
Tracy Eldridge has been in Public Safety since the late 90's. After 26 years and counting in Public Safety, Tracy has recently launched her own company and podcast "On Scene First" that focuses on educating public safety professionals on technology tools and mental health resources to help save lives on both sides of the call. She previously served as the 9-1-1 Operations Lead at RapidSOS and was the Chief

Dispatcher for a Massachusetts communications center from 2003 to 2016. Her passion for teaching telecommunicators, EMTs and firefighters started in 2006 and in her spare time she travels around the country teaching for The Public Safety Group. Her motto is "Life is too short to not know how to save one."



Michelle Henderson began her career in 1993 as a police dispatcher with the Oklahoma City Police Department. She worked there for six years answering 911 calls and dispatching officers in the field. During that time, she was also a trainer responsible for overseeing many new dispatchers as they began their career. In 1999, Michelle left dispatch and went to the police academy. She worked as a patrol officer

for six years and then was promoted to Investigations as a detective. In 2011, she was promoted to Lieutenant as a first-line supervisor. Michelle is currently assigned to dayshift patrol as a field supervisor on the east side of the city. After leaving dispatch in 1999, Michelle continued to work many overtime hours as a dispatcher. It is only recently that she retired her headset.



Brian Porter Sr. has been an instructor for the Public Safety Group for over 18 years bringing over 33 years of public safety experience to the table. He has lectured to hundreds of public safety professionals across the United States and online. Brian is currently a shift supervisor for the Stillwater, Oklahoma Central Communications / E-911 Division where he has served for over 28 years. He has served as call taker, dispatcher, instructor, communications training officer, training coordinator, and supervisor. Brian has completed thousands of hours of training spanning all public safety disciplines including police, fire, EMS, and emergency management. He has vast experience on both sides of the radio having served as a reserve police officer, a volunteer firefighter, and as an intermediate EMT/Field Supervisor for over 14 years. Brian has served as the Oklahoma TERT Coordinator, Vice President of The Oklahoma State Law Enforcement Communications Association, President of the Oklahoma APCO Chapter, and the conference chairman for the Oklahoma Public Safety Conference.

ONLINE TRAINING COURSES

ACTIVE ASSAILANT, 5TH Edition

The active assailant has become a part of modern society. The role of the calltaker/dispatcher is critical, and your knowledge of the active shooter protocol will help you save lives. This class will give you a historical perspective and will review numerous incidents including actual 9-1-1 calls and radio tapes. The class will also look at what future active assailant incidents may involve.

PREREQUISITES:

Public Safety Communications Experience

BENEFITS OF TAKING THIS COURSE:

After taking this course, you will be able to:

- Know what the Active Assailant is.
- Develop techniques to respond to Active Assailant incidents.
- Improve and expand your calltaking and dispatching techniques.
- Know what to expect.

WHAT YOU'LL RECEIVE:

- The ability to interact with your peers – discover common problems – find out what's working for them – share information and materials – build a support network of friends in 'like' positions.
- One-on-one mentoring - feedback and assistance from your instructor as you learn how to better handle calls.
- Certificate of Completion from the **Public Safety Group** awarding **8 training hours** upon successful completion of the course.

COURSE OUTLINE:

Week 1: Introduction to the Active Assailant and the Police/Fire/EMS Response

What is the Active Assailant?
The Mind of the Active Assailant
Locations of the Active Assailant
Police Tactics
Fire and EMS Response

Week 2: The Communications Response

The School Shooter: The US Secret Service Study
The Calltaker's Role in an Active Assailant Incident
The Dispatcher's Role in an Active Assailant Incident
Case Studies

ACTIVE ASSAILANT, 5TH Edition, *continued*

Week 3: The Active Assailant Terrorist

Active Assailant Terrorist
What Can We Do?
Threats
What to Look For
The *What Ifs* of Active Assailant Incidents
Nationwide Suspicious Activity Reporting
Course Wrap-Up and Final Exam

TUITION: THIS COURSE IS TAUGHT OVER 3 WEEKS VIA PEI-911 ONLINE.

\$239.00 – includes all course materials

[Register
Online](#)

Register 4 or more students and receive a 10% discount!!

ONLINE TRAINING COURSES

BASIC TELECOMMUNICATOR TRAINING, 3rd Edition

This four-week interactive course teaches you the basic skills and responsibilities of a public safety telecommunicator. Topics include roles and responsibilities, legal aspects, interpersonal communications, technologies, telephone techniques, call classification, radio communication, and stress management.

PREREQUISITES:

None

BENEFITS OF TAKING THIS COURSE:

After taking this course, you will be able to:

- Understand the role and responsibilities of a public safety telecommunicator.
- Understand and demonstrate the basic skills needed to perform the job of a public safety telecommunicator.
- Employ basic stress management skills.
- Understand the liability aspects of public safety communications.

WHAT YOU WILL RECEIVE:

- The ability to interact with your peers – discover common problems – find out what is working for them – share information and materials – build a support network of friends in like positions.
- One-on-one mentoring - feedback and assistance from your instructor as you learn the basic skills and responsibilities of a public safety telecommunicator.
- Certificate of Completion from the **Public Safety Group** awarding **40 training hours** upon successful completion of the course.

COURSE OUTLINE:

Week 1: Roles and Responsibilities

The Role of the Public Safety Telecommunicator
Characteristics of a Telecommunicator
Organizational Mission
Telecommunicator Ethics
Legal Aspects

Week 2: Interpersonal Communications and Technologies

The Communications Process
Effective Listening
Customer Service
The History of 9-1-1
Technology used in 9-1-1

BASIC TELECOMMUNICATOR TRAINING, 3rd Edition, *continued*

Week 3: Telephone Techniques and Call Processing

- Telephone Techniques and Call Processing
- The Basics of Call Taking
- Calming Skills and Techniques
- Call Prioritization
- General Calls
- Fire/EMS Calls
- Law Enforcement Calls

Week 4: Radio Communications and Stress Management

- Basic Radio Dispatching
- Descriptions
- The Fight-or-Flight Response
- Sources of Stress in Your Life
- Stress Management
- Critical Incident Stress
- Course Wrap-Up and Final Exam

TUITION: THIS COURSE IS TAUGHT OVER 4 WEEKS VIA PEI-911 ONLINE.

\$425.00 – includes all course materials

[Register](#)
[Online](#)

Register 4 or more students and receive a 10% discount!!

ONLINE TRAINING COURSES

BRING IT ON! 2nd Edition – Surviving and Succeeding in this Crazy, Wonderful Profession

This crazy, wonderful profession isn't for everyone. It's tough – it's challenging – and if you don't know how to take care of yourself, it can take a toll on your mind and body. This informative and highly motivational 3-week course is a how-to guide for surviving shift work and stress, handling conflict resolution, and remaining positive in a negative environment. It's **valuable** training for **ALL** communications professionals and a **MUST** for every new hire!!

PREREQUISITES:

None

BENEFITS OF TAKING THIS COURSE:

After taking this course, you will be able to:

- Understand the effects shift work has on your mind and body.
- Understand and apply proven techniques to help you survive the perils of shift work.
- Understand the effects stress has on your mind and body.
- Understand and apply the techniques to become stress resistant.
- Understand and apply the techniques for effective conflict resolution.
- Understand and apply the techniques for remaining positive in a negative environment.

WHAT YOU WILL RECEIVE:

- The ability to interact with your peers – discover common problems – find out what is working for them – share information and materials – build a support network of friends in like positions.
- One-on-one mentoring - feedback and assistance from your instructor as you gain a good understanding of how to effectively handle shift work, stress, difficult coworkers, and negativity.
- Certificate of Completion from **Profile Evaluations, Inc.** awarding **8 training hours** upon successful completion of the course.

COURSE OUTLINE:

Week 1: Surviving Shift Work

- The Perils of Shiftwork
- Surviving Shift Work
- Home Life and Relationships – Making a “Bless out of the Mess”
- From the Trenches – *Surviving shift work.....*

BRING IT ON! 2nd Edition – Surviving and Succeeding in this Crazy, Wonderful Profession, *continued*

Week 2: Becoming Stress Resistant

- Common Sources of Stress
- From the Trenches – *Living with PTSD...*
- Signs and Symptoms of Untreated Long-Term Stress
- How Do I Know if I'm Burned Out?
- Becoming Stress Resistant – The Six Stress Busters

Week 3: Handling Conflicts and Remaining Positive in a Negative Environment

- Steps for Effective Conflict Resolution
- Dealing with Difficult People (*or my coworkers are driving me nuts!!!*)
- Confronting a Difficult Coworker
- Remaining Positive in a Negative Environment
- Strategies for Combating Negativity
- From the Trenches – *Remembering why I love my job....*
- Course Wrap-Up and Final Exam

TUITION: THIS COURSE IS TAUGHT OVER 3 WEEKS VIA PEI-911 ONLINE.

\$239.00 – includes all course materials

[Register
Online](#)

Register 4 or more students and receive a 10% discount!!

ONLINE TRAINING COURSES

BUILDING FOR EXCELLENCE, 3rd Edition – Management and Leadership Tools for 9-1-1 Professionals

This comprehensive and motivational course is a **must** for every current or aspiring supervisor or manager. The course looks at management and leadership in terms of personal, organizational, and professional excellence **within the field of public safety communications**. It applies the proven principles and practices from the wealth of generic training available and **brings it home to our profession** and **our unique needs and motivators**.

Building for Excellence, 3rd Edition addresses the **current issues affecting our industry** and provides you with the tools and information you need to maximize your abilities and build for excellence within your chosen profession.

PREREQUISITES:

Public Safety Communications experience.

BENEFITS OF TAKING THIS COURSE:

After taking this course, you will be able to:

- Articulate your vision and values.
- Understand your unique personality characteristics and motivators.
- Understand and demonstrate the qualities of a true leader.
- Understand and apply the techniques of effective oral and written communications.
- Establish and maintain fair and motivational Performance Standards.
- Recognize and motivate employees to peak performance.
- Understand how to avoid liability issues.
- Understand and apply the techniques for dealing with problem employees.
- Recognize and prepare for the technology and people challenges and opportunities facing public safety communications professionals as our industry evolves.

WHAT YOU WILL RECEIVE:

- **Comprehensive 103-page course textbook.**
- The ability to interact with your peers – discover common problems – find out what is working for them – share information and materials – build a support network of friends in like positions.
- One-on-one mentoring - feedback and assistance from your instructor as you build your management and leadership skills.
- Certificate of Completion from **Profile Evaluations, Inc.** awarding **30 training hours** upon successful completion of the course.

BUILDING FOR EXCELLENCE, 3rd Edition – Management and Leadership Tools for 9-1-1 Professionals, continued

COURSE OUTLINE:

Week 1: Excellence Begins with You

- Managing and Leading – Is There a Difference?
- Vision and Values – The Foundation of Leadership
- Understanding Your Personality Type – Not Everyone Thinks Like You!
- Following Your Heart – What Motivates You?

Week 2: Leading with Excellence

- Qualities of a True Leader
- The Power of Attitude – Become What You Believe
- Setting the Tone for a Positive Culture
- Becoming a True Leader - Walk the Talk: Evaluating Your Leadership Skills

Week 3: Communicating with Excellence

- Getting Your Message Out – Skills for Effective Oral Communications
- Are You Listening? – Active Listening Skills to Enhance Comprehension
- How You Write Defines Your Image – Skills for Effective Written Communications

Week 4: Managing with Excellence – Defining Excellence

- Expect the Best – Establishing a Proactive Performance Evaluation Process
- Developing Performance Standards
- Coaching and Counseling Others
- Encouraging the Heart – Recognizing and Motivating Peak Performance

Week 5: Managing with Excellence – Tackling the Tough Issues

- Gossips, Complainers and Terminators, Oh My... Dealing with Problem Employees
- Avoiding Legal Pitfalls – Understanding Liability Issues in the Employment Process

Week 6: The Changing Face of Public Safety Communications

- Challenges and Opportunities: The Past...the Present...The Future – Next Generation 9-1-1
- Challenges and Opportunities: Attracting and Retaining a Multi-Generational Workforce
- The Future Belongs to You....
- Course Wrap-Up and Final Exam

TUITION: THIS COURSE IS TAUGHT OVER 6 WEEKS VIA PEI-911 ONLINE.

\$409.00 – includes all course materials

[Register
Online](#)

Register 4 or more students and receive a 10% discount!!

ONLINE TRAINING COURSES

CHALLENGING CALLERS, 3rd Edition – Communicating with Children, the Elderly and the Mentally Impaired

Most callers who wish to report a crime or need assistance are ordinary individuals experiencing unordinary events. You know how to take these calls and process them efficiently and effectively. But what happens when the caller is a child, or is elderly, or is suffering from a mental impairment such as Alzheimer's or Autism? Do you have the tools, and most of all the patience, to assist those callers? This comprehensive 3-week course helps you gain a better understanding of how to effectively communicate with these challenging caller types.

PREREQUISITES:

Public Safety Communications Experience

BENEFITS OF TAKING THIS COURSE:

After taking this course, you will be able to:

- Understand and apply effective active listening techniques.
- Understand and apply the general guidelines for communicating with verbally impaired callers.
- Develop a general understanding of the most common serious mental illnesses that can inhibit communication.
- Understand and apply the general guidelines for communicating with the mentally impaired.
- Understand and apply the general guidelines for communicating with the elderly, including those with Alzheimer's.
- Understand and apply the general guidelines for communicating with children, including those with Autism.

WHAT YOU WILL RECEIVE:

- The ability to interact with your peers – discover common problems – find out what is working for them – share information and materials – build a support network of friends in like positions.
- One-on-one mentoring - feedback and assistance from your instructor as you gain a basic understanding of how to effectively communicate with these challenging caller types.
- Certificate of Completion from **Profile Evaluations, Inc.**, awarding **8 training hours** upon successful completion of the course.

COURSE OUTLINE:

Week 1: The Big Picture

- Active Listening – The Key to Effective Communications
- General Guidelines for Communicating with Verbally Impaired Callers

CHALLENGING CALLERS, 3rd Edition – Communicating with Children, the Elderly and the Mentally Impaired, *continued*

Week 2: The Mentally Impaired

- Mental Illness
- “Frequent Flyers”
- Guidelines for Communicating with the Mentally Impaired
- Suicidal Thoughts or Actions

Week 3: The Elderly and the Child Caller

- Guidelines for Communicating with Elderly Callers
- Guidelines for Communicating with Child Callers
- Dealing with Autism and Autism Spectrum Disorders (ASD)
 - Guidelines for Communicating with an Autistic Child or Adult
- Course Wrap-Up and Final Exam

TUITION: THIS COURSE IS TAUGHT OVER 3 WEEKS VIA PEI-911 ONLINE.

\$239.00 – includes all course materials

[Register
Online](#)

Register 4 or more students and receive a 10% discount!!

ONLINE TRAINING COURSES

Communications Center Liability

We live in a litigious society and the threat of a lawsuit involving communications professionals is real. Liability issues in the communications center have become a major issue. It is important for all members of the communications center to learn skills to reduce liability.

PREREQUISITES:

Public Safety Communications Experience

BENEFITS OF TAKING THIS COURSE:

After taking this course, you will be able to:

- Understand your exposure to liability.
- Understand basic legal terms and their impact on your operations.
- Reduce liability issues surrounding your agency.
- Examine numerous cases from around the country.

WHAT YOU'LL RECEIVE:

- The ability to interact with your peers; discover common problems; find out what's working for them; share information and materials; build a support network of friends in like positions.
- One-on-one mentoring—feedback and assistance from your instructor as you learn how to reduce your liability risk.
- Certificate of Completion from the **Public Safety Group** awarding **8 training hours** upon successful completion of the course.

COURSE OUTLINE:

Week 1: Liability Basics

The Elements of a Lawsuit
Common Legal Terms
The Basics of the Court System
Case Studies

Week 2: Liability Exposure

How to Reduce Your Liability
Liability for the Trainer
Federal Laws You Need to be Aware Of

Week 3: What Now?

How to Reduce Agency Liability Exposure
Five Common Areas of Lawsuits
Additional Case Studies

Communications Center Liability, *continued*

TUITION: THIS COURSE IS TAUGHT OVER 3 WEEKS VIA PEI-911 ONLINE.

\$239.00 – includes all course materials

[Register](#)
[Online](#)

Register 4 or more students and receive a 10% discount!!

ONLINE TRAINING COURSES

COMMUNICATIONS TRAINING OFFICER, 3rd Edition

This dynamic and very comprehensive six-week course provides you with the tools and information you need to **maximize your skills** as a public safety communications **training professional**. Through completion of this course, you'll learn how to design and conduct CTO and classroom training that ensures trainees truly learn the skills and knowledge needed to survive and succeed in this rapidly changing and critically important profession.

PREREQUISITES:

This course is designed for aspiring CTOs, classroom trainers, training coordinators, and supervisors.

BENEFITS OF TAKING THIS COURSE:

After taking this course, you will be able to:

- Design and conduct successful standardized CTO and classroom training programs.
- Understand and apply the qualities of an effective CTO and classroom trainer.
- Understand and apply the techniques for successful oral communications.
- Understand and apply successful coaching and counseling techniques.
- Evaluate and document trainee performance fairly and accurately.
- Recognize and solve common training problems.
- Understand how personality characteristics and learning styles impact training.
- Understand how to avoid training liability issues.

WHAT YOU'LL RECEIVE:

- **Comprehensive 104-page course textbook, Sample Standard Evaluation Guidelines (SEG), Daily Observation Report (DOR), Training Action Plan, Classroom Evaluation Form, CTO Trainer Critique Form and Classroom Trainer Critique Form.**
- The ability to interact with your peers – discover common problems – find out what's working for them – share information and materials – build a support network of friends in like positions.
- One-on-one mentoring - feedback and assistance from your instructor as you build your training/coaching skills.
- Certificate of Completion from **Profile Evaluations, Inc.** awarding **30 training hours** upon successful completion of the course.

COURSE OUTLINE:

Week 1: The Big Picture

- Objectives of a Standardized Training Program
- Qualities of an Excellent Trainer
- Roles and Responsibilities of a Communications Training Professional
- Adult Learning Principles and Adult Learning Styles
- Looking Within – Understanding Your Learning Style and your Personality Type and Motivators

• COMMUNICATIONS TRAINING OFFICER, 3rd Edition, *continued*

Week 2: Getting your Message Out

- CTO Trainer: Skills for Effective One-on-One Communications
- Classroom Trainer: Skills for Speaking in Front of Groups
- Skills for Communicating Praise and Correction
- Are You Listening? – Active Listening Skills to Enhance Comprehension

Week 3: Designing Standardized CTO and Classroom Training Programs

- Basic Elements to Remember
- Levels of Learning
- Instructional Methodologies
- Identifying Training Needs and Writing Lesson Plans
- Phase Training Approach to CTO Training

Week 4: Conducting Standardized CTO and Classroom Training

- Rates of Learning
- Conducting CTO Training
- Coaching and Counseling Others
- Conducting Classroom Training
- Encouraging the Heart – Motivating Peak Performance
- Trainer Motivation

Week 5: Evaluating Performance

- Standard Evaluation Guidelines (SEG)
- Performance Evaluation Forms (Daily Observation Form (DOR), Training Action Plan, Classroom Training Evaluation Form)
- General Guidelines for Evaluating Trainee Performance

Week 6: Avoiding Legal Pitfalls and Tackling the Tough Issues

- Avoiding Legal Pitfalls – Civil Claims of Negligence
- Tackling the Tough Issues – Common Problems CTOs Encounter
- Course Wrap-Up and Final Exam

TUITION: THIS COURSE IS TAUGHT OVER 6 WEEKS VIA PEI-911 ONLINE.

\$409.00 – includes all course materials

[Register
Online](#)

Register 4 or more students and receive a 10% discount!!

ONLINE TRAINING COURSES

CRIMES IN PROGRESS, 2nd Edition

When Seconds Count®, are you prepared to respond? When 9-1-1 rings, and you have a call that is in progress, are you ready? This class is designed to provide you with the tools you need to respond to a variety of in-progress and high-risk calls. Topics include armed robberies, shootings, homicides, pursuits, and your role in responder safety and child missing calls.

PREREQUISITES:

Public Safety Communications Experience

BENEFITS OF TAKING THIS COURSE:

After taking this course, you will be able to:

- Identify proper calming techniques to use during in-progress calls.
- Identify key questions for armed robberies, shootings, and homicides.
- Understand your role in missing children calls.
- Identify your role in AMBER alerts.
- Understand your role in responder safety.

WHAT YOU'LL RECEIVE:

- The ability to interact with your peers, to discover common problems, to find out what's working for them, to share information and materials, to build a support network of friends in like positions.
- One-on-one mentoring, feedback, and assistance from your instructor as you learn how to better manage job-related stress and stress at home.
- Certificate of Completion from the **Public Safety Group** awarding **8 training hours** upon successful completion of the course.

COURSE OUTLINE:

Week 1: Key Principals

The role of speed
Calming techniques
Handling multiple-call situations
Armed robberies

Week 2: When Seconds Count®

Shootings and homicides
Missing children
Your role in AMBER alerts
Pursuits

CRIMES IN PROGRESS, 2nd Edition, *continued*

Week 3: Responder Safety

- Officer down
- Your role in responder safety
 - Fire/EMS
 - Officer safety
- Case studies
- What you can do

TUITION: THIS COURSE IS TAUGHT OVER 3 WEEKS VIA PEI-911 ONLINE.

\$239.00 – includes all course materials

[Register
Online](#)

Register 4 or more students and receive a 10% discount!!

ONLINE TRAINING COURSES

Cultural Diversity, 2nd Edition – Ripped from the Headlines

More civil unrest has occurred in the past few years than occurred in the previous 40 years. With this backdrop, police officers have been the target of assassinations. This class will address your role in community-oriented policing, cultural diversity, de-escalation techniques and responder targeting. There is no other class on the market that addresses these issues in one comprehensive course.

PREREQUISITES:

Public Safety Communications Experience

BENEFITS OF TAKING THIS COURSE:

After taking this course, you will be able to:

- Know your role in community policing.
- Develop techniques to respond to callers in crisis.
- Learn about hidden bias and its impact on call taking.
- Learn more about responder safety.
- Learn lessons from others who have experienced civil unrest.

WHAT YOU'LL RECEIVE:

- The ability to interact with your peers – discover common problems – find out what's working for them – share information and materials – build a support network of friends in 'like' positions.
- One-on-one mentoring - feedback and assistance from your instructor as you learn how to better handle calls.
- Certificate of Completion from the **Public Safety Group** awarding **8 training hours** upon successful completion of the course.

COURSE OUTLINE:

Week 1: Introduction to Community Policing and Cultural Awareness

Community Policing
Expectations of Customers
Cultural Competency
Our History of Discrimination
Biases and Behavior
How Does This Relate to Telecommunicators?

Week 2: Crisis Intervention

Crisis State of Mind
Crisis Intervention
Behavior Change
Active Listening Skills

ONLINE TRAINING COURSES

Cultural Diversity, 2nd Edition – Ripped from the Headlines, *continued*

Week 3: Responder Safety and Civil Unrest

Violence Today
Responders as Targets
Ambush attacks
Case Studies
What Can Telecommunicators Do?
Course Wrap-Up and Final Exam

TUITION: THIS COURSE IS TAUGHT OVER 3 WEEKS VIA PEI-911 ONLINE.

\$239.00 – includes all course materials.

[Register
Online](#)

Register 4 or more students and receive a 10% discount!!

ONLINE TRAINING COURSES

Customer Service

Good customer service skills are critical for all public safety communications professionals. Today it is not good enough to be technically competent. You must also provide a high level of service. This three-week course will teach you how to provide great service when handling difficult callers, and how to increase the level of service you provide each day.

PREREQUISITES:

Public Safety Communications Experience

BENEFITS OF TAKING THIS COURSE:

After taking this course, you will understand:

- Who are your “customers?”
- How to provide the highest level of service.
- The importance of providing high levels of service.
- How to provide great service when handling difficult callers.

WHAT YOU WILL RECEIVE:

- The ability to interact with your peers – discover common problems – find out what is working for them – share information and materials – build a support network of friends in like positions.
- One-on-one mentoring – feedback and assistance from your instructor as you learn great customer service skills.
- Certificate of completion from the **Public Safety Group** awarding **8 training hours** upon successful completion of the course.

COURSE OUTLINE:

Week 1: Customer Service Basics

The Importance of Customer Service
Who are our Customers?
Caller Expectations
Six Sins of Customer Service

Week 2: Keys to Customer Service

Stamp Collecting
Hooks
Annoying and Difficult Callers
Words to Use and Avoid
How to Defuse Anger

Customer Service, *continued*

Week 3: The Communications Process

Dealing with Profanity
What You Can Do To Provide Great Customer Service
Dispatcher-Field Responder Relations
Dispatcher-Dispatcher Relations
The Golden Rule of Dispatch
Course Wrap-up and Final Exam

TUITION: THIS COURSE IS TAUGHT OVER 3 WEEKS VIA PEI-911 ONLINE.

\$239.00 – includes all course materials

[Register
Online](#)

Register 4 or more students and receive a 10% discount!!

ONLINE TRAINING COURSES

DOMESTIC VIOLENCE, 2nd Edition

Domestic violence is one of the most frequent calls you receive. This interactive three-week course takes a dynamic look at the truths and myths associated with domestic violence. Students will learn the techniques to handle domestic violence calls, why people stay in abusive relationships, the cycle of violence, what is domestic violence, and will review several case studies.

PREREQUISITES:

Public Safety Communications Experience

BENEFITS OF TAKING THIS COURSE:

After taking this course, you will be able to:

- Understand why people stay in abusive relationships.
- Understand the myths surrounding domestic violence.
- Handle domestic violence calls more effectively.

WHAT YOU WILL RECEIVE:

- The ability to interact with your peers – discover common problems – find out what is working for them – share information and materials – build a support network of friends in like positions.
- One-on-one mentoring - feedback and assistance from your instructor as you learn how to better handle domestic violence calls.
- Certificate of Completion from the **Public Safety Group** awarding **8 training hours** upon successful completion of the course.

COURSE OUTLINE:

Week 1: What is Domestic Violence?

What is Domestic Violence aka Domestic Battering?
Why do Partners Batter?
Why do People Stay?

Week 2: Truths and Myths

The Cycle of Violence
Attributes of Violent and Non-violent Households
The Battered Woman Syndrome
Safety Plans
Non-Traditional Domesticity
Domesticity Involving Agency Personnel
Cultural Issues

DOMESTIC VIOLENCE, 2nd Edition, *continued*

Week 3: Call Taking Techniques

Call Taking Techniques
Specific Questions for Domestic Violence Calls
Communicating with the Elderly
Handling Hysterical Callers
Domestic Violence Case Studies
Course Wrap-Up and Final Exam

TUITION: THIS COURSE IS TAUGHT OVER 3 WEEKS VIA PEI-911 ONLINE.

\$239.00 – includes all course materials

[Register
Online](#)

Register 4 or more students and receive a 10% discount!!

ONLINE TRAINING COURSES

HIRING RIGHT for 9-1-1, 2nd Edition

This four-week interactive online course provides you with the tools and information you need to stop the revolving door of turnover and start hiring right! Informative and practical, this course takes you through each step in the hiring process from laying the foundation to making the final hiring decision.

PREREQUISITES:

This course is designed for all who conduct and/or are involved with the agency hiring process.

BENEFITS OF TAKING THIS COURSE:

After taking this course, you will be able to:

- Design and conduct a hiring and interviewing process that works in 2018 and beyond.
- Write clear and concise job descriptions and self-screening questionnaires.
- Understand how to use social media and other venues to recruit candidates.
- Design a Job Preview session.
- Take a “whole person” approach to the testing process.
- Design and conduct valid, reliable AND legal behavior-based pre-employment interviews.
- Understand the legal pitfalls in the reference check and background check process.
- Stop the revolving door of turnover and start hiring right!!

WHAT YOU WILL RECEIVE:

- **PEI's Complete Employee Interviewing and Hiring Kit for Public Safety Communications Professionals, 2nd Edition.**
- The ability to interact with your peers – discover common problems – find out what's working for them – share information and materials – build a support network of friends in like positions.
- One-on-one mentoring - feedback and assistance from your instructor as you build your hiring process and tackle your turnover issues.
- Certificate of Completion from **Profile Evaluations, Inc.** awarding **20 training hours** upon successful completion of the course.

COURSE OUTLINE:

Week 1: Laying the Foundation

Creating Your Master Plan

Understanding the Job – Conducting a Job Analysis

Understanding Your Potential Workforce

 Millennials – The New Breed of Worker

 Meeting the Needs of our New Breed of Worker in Scheduling, Recruiting and Hiring

Writing the Job Description

HIRING RIGHT for 9-1-1, 2nd Edition, *continued*

Week 2: Narrowing the Field

- Recruiting Candidates using Social Media and Public Education
- Screening Resumes and Applications Forms
- Designing and Conducting a Job Preview Session
- Designing and Conducting a Valid and Reliable Testing Process

Week 3: Designing and Conducting the Interview

- Designing the Interview
- Conducting a Valid, Reliable and Legal Interview
- Writing Effective Behavior-Based Interview Questions
- Developing an Interview Rating Sheet
- Conducting the Interview
- Interpreting the Interview Data

Week 4: Conducting the Reference Check and Making the Final Hiring Decision

- Avoiding Legal Pitfalls in the Reference Check and Background Check Process
- Screening Candidates through Social Media
- Developing a Reference Check Form
- Conducting the Reference Check
- Making the Final Hiring Decision
- Course Wrap-Up and Final Exam

TUITION: THIS COURSE IS TAUGHT OVER 4 WEEKS VIA PEI-911 ONLINE.

\$400.00 – includes all course materials

[Register
Online](#)

Register 4 or more students and receive a 10% discount!!

ONLINE TRAINING COURSES

STRESS: IT'S ALL IN YOUR HEAD

Public Safety Communications professionals work in one of the most stressful jobs in the world. This motivational three-week course will teach you how to deal with your job-related stress as well as how to deal with stress at home. Stress can take a terrible toll on your job performance and your health. If you are going to continue to perform your job at the highest level, you need to learn effective techniques for managing your stressors.

PREREQUISITES:

None

BENEFITS OF TAKING THIS COURSE:

After taking this course, you will be able to:

- Take an active role in the management of stress in your life.
- Identify and deal with sources of stress.
- Understand what modern medicine knows and doesn't know about healthy living.
- Understand the effects of critical incident stress and how to survive a critical incident.
- Realize the many benefits of reduced stress in your life.

WHAT YOU WILL RECEIVE:

- The ability to interact with your peers – discover common problems – find out what's working for them – share information and materials – build a support network of friends in like positions.
- One-on-one mentoring - feedback and assistance from your instructor as you learn how to better manage job-related stress and stress at home.
- Certificate of Completion from the **Public Safety Group** awarding **8 training hours** upon successful completion of the course.

COURSE OUTLINE:

Week 1: What is Stress?

Definition of Stress
Stress Reaction of the Body
Sources of Stress

Week 2: Stress Management

Modern Medicine and Healthy Living
Techniques for Stress Management
Determining Your Strategy for Stress Management

STRESS: IT'S ALL IN YOUR HEAD, *continued*

Week 3: Critical Incident Stress

Effects of Critical Incident Stress
How to Survive a Critical Incident
Course Wrap-Up and Final Exam

TUITION: THIS COURSE IS TAUGHT OVER 3 WEEKS VIA PEI-911 ONLINE.

\$239.00 – includes all course materials

[Register
Online](#)

Register 4 or more students and receive a 10% discount!!

ONLINE TRAINING COURSES

SUICIDE INTERVENTION, 2nd Edition

This interactive three-week course educates public safety call takers in crisis intervention. Topics include suicide attitudes and facts, risk assessment of caller, risk assessment of responder, and call taker intervention.

PREREQUISITES:

Public Safety Communications Experience

BENEFITS OF TAKING THIS COURSE:

After taking this course, you will be able to:

- Understand the attitudes and facts surrounding suicide.
- Understand and employ effective suicide intervention techniques.
- Understand how to assess the level of danger to the caller, responders and innocent people in the area.
- Handle suicide calls more effectively.

WHAT YOU WILL RECEIVE:

- The ability to interact with your peers – discover common problems – find out what is working for them – share information and materials – build a support network of friends in like positions.
- One-on-one mentoring - feedback and assistance from your instructor as you learn how to better handle suicide calls.
- Certificate of Completion from the **Public Safety Group** awarding **8 training hours** upon successful completion of the course.

COURSE OUTLINE:

Week 1: Suicide Unwrapped

Suicide Attitudes
Suicide Facts and Notions
What is Suicide?

Week 2: Suicide Intervention

Suicide Warning Signs
Suicide Intervention
Suicide Intervention Do's & Don'ts
Assessing the Level of Danger

SUICIDE INTERVENTION, 2nd Edition, *continued*

Week 3: Special Situations

“I Work by Myself”

Internet Suicide Intervention

Cell Phone Suicide Intervention

Public Safety and Suicide

Military and Suicide

Suicide Call Case Studies

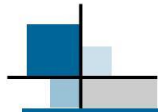
Course Wrap-up and Final exam

TUITION: THIS COURSE IS TAUGHT OVER 3 WEEKS VIA PEI-911 ONLINE.

\$239.00 – includes all course materials

[Register
Online](#)

Register 4 or more students and receive a 10% discount!!



PEI-911 Online

2022 COURSE SCHEDULE

ACTIVE ASSAILANT, 5TH EDITION

February 7, 2022 – February 27, 2022
March 28, 2022 – April 17, 2022
May 9, 2022 – May 29, 2022
July 11, 2022 – July 31, 2022
September 12, 2022 – October 2, 2022
December 12, 2022 – January 1, 2023

BASIC TELECOMMUNICATOR TRAINING, 3RD EDITION

January 10, 2022 – February 6, 2022
April 4, 2022 – May 1, 2022
May 30, 2022 – June 26, 2022
August 8, 2022 – September 4, 2022
October 3, 2022 – October 30, 2022
December 5, 2022 – January 1, 2023

BRING IT ON! 2ND EDITION: SURVIVING AND SUCCEEDING IN THIS CRAZY, WONDERFUL PROFESSION

January 3, 2022 – January 23, 2022
February 7, 2022 – February 27, 2022
March 7, 2022 – March 27, 2022
April 4, 2022 – April 24, 2022
May 2, 2022 – May 22, 2022
June 6, 2022 – June 26, 2022
July 4, 2022 – July 24, 2022
August 8, 2022 – August 28, 2022
September 5, 2022 – September 25, 2022
October 3, 2022 – October 23, 2022
November 7, 2022 – November 27, 2022



BUILDING FOR EXCELLENCE, 3RD EDITION: MANAGEMENT AND LEADERSHIP TOOLS FOR 9-1-1 PROFESSIONALS

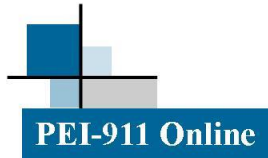
January 3, 2022 – February 13, 2022
February 7, 2022 – March 20, 2022
March 7, 2022 – April 17, 2022
April 11, 2022 – May 22, 2022
May 9, 2022 – June 19, 2022
June 20, 2022 – July 31, 2022
July 11, 2022 – August 21, 2022
August 15, 2022 – September 25, 2022
September 12, 2022 – October 23, 2022
October 17, 2022 – November 27, 2022
November 7, 2022 – December 18, 2022

CHALLENGING CALLERS, 3RD EDITION: COMMUNICATING WITH CHILDREN, THE ELDERLY AND THE MENTALLY IMPAIRED

January 3, 2022 – January 23, 2022
February 7, 2022 – February 27, 2022
March 7, 2022 – March 27, 2022
April 4, 2022 – April 24, 2022
May 2, 2022 – May 22, 2022
June 6, 2022 – June 26, 2022
July 4, 2022 – July 24, 2022
August 8, 2022 – August 28, 2022
September 5, 2022 – September 25, 2022
October 3, 2022 – October 23, 2022
November 7, 2022 – November 27, 2022

COMMUNICATIONS CENTER LIABILITY

January 17, 2022 – February 6, 2022
April 11, 2022 – May 1, 2022
June 13, 2022 – July 3, 2022
August 15, 2022 – September 4, 2022
October 17, 2022 – November 6, 2022



2022 COURSE SCHEDULE, *CONTINUED*

COMMUNICATIONS TRAINING OFFICER. 3RD EDITION

January 3, 2022 – February 13, 2022
February 7, 2022 – March 20, 2022
March 7, 2022 – April 17, 2022
April 11, 2022 – May 22, 2022
May 9, 2022 – June 19, 2022
June 20, 2022 – July 31, 2022
July 11, 2022 – August 21, 2022
August 15, 2022 – September 25, 2022
September 12, 2022 – October 23, 2022
October 17, 2022 – November 27, 2022
November 7, 2022 – December 18, 2022

CRIMES IN PROGRESS, 2ND EDITION

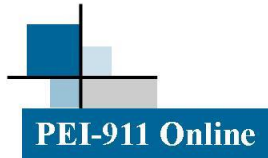
February 21, 2022 – March 13, 2022
April 25, 2022 – May 15, 2022
June 20, 2022 – July 10, 2022
August 22, 2022 – September 11, 2022
October 10, 2022 – October 30, 2022
November 14, 2022 – December 4, 2022

CULTURAL DIVERSITY, 2ND EDITION – RIPPED FROM THE HEADLINES

February 14, 2022 – March 6, 2022
April 4, 2022 – April 24, 2022
June 6, 2022 – June 26, 2022
August 8, 2022 – August 28, 2022
October 3, 2022 – October 23, 2022
November 7, 2022 – November 27, 2022

CUSTOMER SERVICE

January 3, 2022 – January 23, 2022
February 28, 2022 – March 20, 2022
April 18, 2022 – May 8, 2022
June 27, 2022 – July 17, 2022
August 29, 2022 – September 11, 2022
October 3, 2022 – October 23, 2022



2022 COURSE SCHEDULE, *CONTINUED*

DOMESTIC VIOLENCE, 2ND EDITION

January 10, 2022 – January 30, 2022

March 7, 2022 – March 27, 2022

May 2, 2022 – May 22, 2022

July 4, 2022 – July 24, 2022

September 5, 2022 – September 25, 2022

October 24, 2022 – November 13, 2022

HIRING RIGHT FOR 9-1-1, 2ND EDITION

January 3, 2022 – January 30, 2022

March 7, 2022 – April 3, 2022

May 2, 2022 – May 29, 2022

July 4, 2022 – July 31, 2022

September 5, 2022 – October 2, 2022

November 7, 2022 – December 4, 2022

STRESS: IT'S ALL IN YOUR HEAD

January 31, 2022 – February 20, 2022

March 21, 2022 – April 10, 2022

May 23, 2022 – June 12, 2022

July 18, 2022 – August 7, 2022

September 19, 2022 – October 9, 2022

November 28, 2022 – December 18, 2022

SUICIDE INTERVENTION, 2ND EDITION

January 24, 2022 – February 13, 2022

March 14, 2022 – April 3, 2022

May 16, 2022 – June 5, 2022

August 1, 2022 – August 21, 2022

September 26, 2022 – October 16, 2022

December 5, 2022 – December 25, 2022



ONLINE COURSE REGISTRATION FORM

(Complete one form per Student)

Student Name:	
Student Email Address:	
Agency Name:	
Street Address:	
City/State/Zip code:	
Phone number:	Fax number:

I would like to register for following course(s): (Check (✓) course name & write-in session start date)

- | | | |
|--|----------------------|----------|
| <input type="checkbox"/> Active Assailant | Class Session: _____ | \$239.00 |
| <input type="checkbox"/> Basic Telecommunicator | Class Session: _____ | \$425.00 |
| <input type="checkbox"/> Bring it On! | Class Session: _____ | \$239.00 |
| <input type="checkbox"/> Building for Excellence | Class Session: _____ | \$409.00 |
| <input type="checkbox"/> Challenging Callers | Class Session: _____ | \$239.00 |
| <input type="checkbox"/> Communications Center Liability | Class Session: _____ | \$239.00 |
| <input type="checkbox"/> Communications Training Officer | Class Session: _____ | \$409.00 |
| <input type="checkbox"/> Crimes in Progress | Class Session: _____ | \$239.00 |
| <input type="checkbox"/> Cultural Diversity | Class Session: _____ | \$239.00 |
| <input type="checkbox"/> Customer Service | Class Session: _____ | \$239.00 |
| <input type="checkbox"/> Domestic Violence | Class Session: _____ | \$239.00 |
| <input type="checkbox"/> Hiring Right for 9-1-1 | Class Session: _____ | \$400.00 |
| <input type="checkbox"/> Stress: It's All in Your Head | Class Session: _____ | \$239.00 |
| <input type="checkbox"/> Suicide Intervention | Class Session: _____ | \$239.00 |

PAYMENT INFORMATION:

Purchase Order#: _____ Credit Card: Visa MasterCard Discover

Name on Card: _____

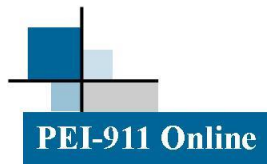
Card Number: _____

Security Code: _____ (last 3 digits on back of card) Expiration Date: _____

Authorized Signature: _____

Email receipt to: Name & email address: _____

FAX REGISTRATION FORM TO 386-239-3513



CANCELLATION POLICY

PEI-911 Online students are required to pay by credit card or agency purchase order at the time of course registration in order to secure their place in the class. Class size is limited, so please register early.

Students who wish to cancel their course registration should notify PEI-911 Online in writing.

If the cancellation request is received **six or more days before the course start date**, PEI-911 Online will remove the student from the course and refund the course registration, **less a \$50.00 cancellation fee.**

If the cancellation request is received **five or less days before the course start date, no refund will be given.** PEI-911 Online courses are repeated on a regular basis so if a student wishes they may transfer their registration to another course start date that is more convenient for their schedule.

PEI-911 Online reserves the right to cancel a course up to five days prior to the course start date. Should PEI-911 Online cancel a course, the student will be notified and given the option of transferring their registration to another course start date, or receiving a refund of their course registration.

Should you have any questions please email info@pei-911.com

COMPUTER SOFTWARE/HARDWARE REQUIREMENTS

Recommended Browsers:

Desktop:

- Chrome
- Firefox
- Safari
- Edge

Note:

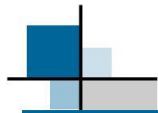
- The current version software does NOT support Internet Explorer 11.
- Safari 7 and below have known compatibility issues with current site software.

Mobile:

- Mobile Safari
- Google Chrome

Software Requirements:

- E-mail software or a Web browser capable of supporting email activity, including sending/receiving attached files.
- Antivirus software.
- Word processing software (e.g., Microsoft Word, WordPerfect, etc.).

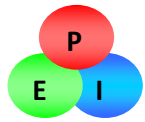


COMPUTER SOFTWARE/HARDWARE REQUIREMENTS, *CONTINUED*

Hardware Requirements:

- Access to an IBM compatible or Macintosh computer system.
- High speed Internet access.
- Access to the online environment for at least 2 hours a week.
- An email account for sending and receiving electronic mail via the Internet

OTHER PRODUCTS AND SERVICES



PROFILE EVALUATIONS, INC.

For more information visit www.pei-911.com

PEI-PRE

The only employee selection PROGRAM for public safety communications personnel

PEI-PRE is an employee selection PROGRAM for telecommunicator and communications supervisor personnel. PEI-PRE blends personality and cognitive ability testing with solid behavior-based interviewing. PEI-PRE has a proven track record, it enables you to look at the “total” candidate, and it is a valid predictor of future job performance.

Comprehensive Personality Profile® (CPP)®

The CPP is part of the test battery used in PEI-PRE. It is also available as a stand-alone assessment tool for those agencies who wish to add personality compatibility assessment to their practical, skill-based testing process. The CPP is specifically validated by PEI for public safety positions (telecommunicator, communications supervisor, entry-level police officer, and EMS field positions). **No other personality assessment tool currently offered for public safety positions gives you the in-depth information provided by the CPP!**

PEI’s Complete Employee Interviewing and Hiring Kit for Public Safety Communications Positions, 2nd Edition

PEI’s Complete Employee Interviewing and Hiring Kit is included in PEI-PRE. It is also available as a stand-alone product. The Interviewing and Hiring Kit puts YOU in charge of your interviewing and hiring process, from laying the foundation to making the final hiring decision. Each chapter outlines essential information and includes sample documents and checklists that can be customized to any agency’s specific organizational needs.

Consulting Services

- Job Analysis Studies
- Agency-Specific Performance Appraisal Systems

OTHER PRODUCTS AND SERVICES



THE PUBLIC SAFETY GROUP

For more information visit www.publicsafetygroup.com

When Seconds Count® Monthly In-Service Training Program

The When Seconds Count® in-service training program is the most innovative training method currently available. Each month you will receive a copy of the training by email or U.S. mail. Your agency can then copy the booklet and distribute a copy to each of your employees.

911 Dispatcher Training on Demand

Training on Demand is an effective and convenient training program without the need for personnel to leave the center. This program allows your agency unlimited access to the Training on Demand library for one low cost annual payment.

Communications Training Officer (CTO) Training and Evaluation Program Reference Manual

The Communications Training Officer Training and Evaluation Program reference manual includes 80 pages of information and forms about CTO-based training. The manual comes in a printed version with a CD.

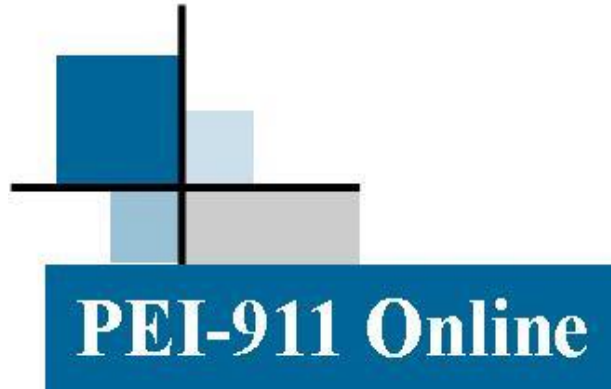
Policy and Procedure Reference Manual

The policy and procedure reference manual is a must if you are looking at creating or updating your policy and procedures. More than 100 pages of policies and procedures to cut and paste your way to a new manual.

On-Site Seminars (now also offered virtually)

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