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DATE: February 7 1988

MEMO TO: Commander Thomas McInerney *RM*
Training Division

FROM: Deputy Rick A Swope
Traffic Homicide Unit

SUBJECT: DWI Instructor Course (Jacksonville)

1/9/88
RECEIVED FEB 09 1988

Attached is my certificate for the DWI Instructor Course which I recently attended at IPTM in Jacksonville Fla. Also attached is the course schedule and a brief outline of the topics covered in the course.

This updated course was very well planned and the course topics covered were indepth. This course was much more interesting than the previous DWI Instructor course which I attended over a year ago.

I have also been informed by Dave Willhoite from IPTM that he is requesting to use me on future DWI Instructor courses throughout the country during this year. As IPTM is giving one day DWI updates throughout the state, and is charging for this course, I would recommend that you set up one or two sessions of one day DWI updates for BSO Deputies. I would be more than willing to assist you in instructing these classes.

If I can be of further assistance, please do not hesitate to contact me.

University of North Florida

DWI INSTRUCTOR

Course Objectives

To provide the student with the confidence and skill to instruct others in the detection and apprehension of drinking and drugged drivers. At the conclusion of the program the student will be able to:

1. A. State the goals and objectives of the course
B. Describe the course schedule and activities
C. Demonstrate their pre-training knowledge of course topics
2. A. Describe the frequency of DWI violations and crashes
B. Define "General Deterrence"
C. Describe the relationship between detection and general deterrence
3. A. State and discuss the elements of DWI offenses
B. Discuss the provisions of the implied consent law
C. Discuss the relevance of chemical test evidence
D. Discuss the precedents established through case law
4. A. Describe the three phases of detection
B. Describe the tasks and key decision of each phase
C. Discuss the uses of a standard note-taking guide
D. Discuss guidelines for effective testimony
5. A. Identify typical cues of detection phase one
B. Describe the cues clearly and convincingly
6. A. Identify typical cues of detection phase two
B. Describe the observed cues clearly
7. A. Describe the role of psychophysical test and preliminary breath tests
B. Define and describe the concepts of divided attention and nystagmus
C. Discuss the advantages and limitations of preliminary breath testing
D. Discuss the arrest decision process

8.
 - A. Discuss the different types of nystagmus and their effects on horizontal gaze nystagmus tests
 - B. Discuss and properly administer the three standardized field sobriety tests
 - C. Discuss and recognize the clues of the three standardized field sobriety tests
 - D. Describe in a clear and convincing fashion and properly record the results of the three standardized field sobriety tests on a standard note-taking guide
 - E. Discuss the limiting factors of the three standardized field sobriety tests
9.
 - A. Demonstrate the appropriate administrative procedures for the standardized field sobriety testing battery
10.
 - A. Demonstrate the proper administration of the three standardized field sobriety tests
11.
 - A. Properly administer the standardized field sobriety tests
 - B. Properly observe and record the suspect's performance utilizing the standard note-taking guide
12.
 - A. Discuss the importance of correct processing and report writing procedures in DWI arrests
 - B. Discuss the correct sequence of DWI suspect processing procedures
 - C. Discuss essential elements of a DWI arrest report
 - D. Discuss the importance of pre-trial conference and presentation of evidence in the DWI trial
13.
 - A. Discuss the required information on a narrative arrest report
 - B. Successfully complete a narrative arrest report
 - C. Discuss the need for competent courtroom testimony
 - D. Demonstrate the proper techniques of courtroom testimony
14.
 - A. Demonstrate proficiency in administering the standardized field sobriety testing battery and interpreting the results
15.
 - A. Define learning and teaching and relate both to sensory activities on the part of the student
 - B. Define the four-step process of teaching and learning
 - C. Describe the characteristics of a good traffic safety instructor
 - D. Carry out the instructor preparation tasks for any NHTSA DWI module of curricula
16.
 - A. Define the term "Drug" in the context of DWI enforcement
 - B. Describe in appropriate quantitative terms the incidence of drug involvement in motor vehicle crashes and in DWI enforcement

- C. Name the major categories of drugs
 - D. Describe the observable signs generally associated with the major drug categories
 - E. Describe medical conditions and other situations that can produce similar signs
 - F. Describe appropriate procedures for dealing with drug-impaired or medically-impaired drivers
17. A. Demonstrate knowledge and proficiency in administering the standardized field sobriety testing battery
18. A. Successfully complete a written examination
B. Provide comments and suggestions for improving the course

In order to successfully complete the course, the student must be present a minimum of 90 percent of the class hours and maintain an average of 75 percent or better. Grades will be determined by weighing and averaging scores from the examination and the projects. Although 90 percent attendance is the minimum permitted for successful completion, the student is expected to attend all class sessions if possible.

INSTITUTE OF POLICE TECHNOLOGY AND MANAGEMENT

University of North Florida

DWI INSTRUCTOR

Course Outline

1. REGISTRATION, ORIENTATION AND PRE-TEST

Description: During this one hour of instruction, the student will complete the necessary registration forms and become familiar with the course content, course materials and requirements for successful completion of the course. In addition, the students will complete a pre-test demonstrating their current cognizance of alcohol and highway safety.

2. DETECTION AND GENERAL DETERRENCE

Description: The student will become familiar with the nature and scope of the DWI problem and its effects on society as a whole. The concept of general deterrence will also be discussed. Evidence of effective detection and deterrence will be discussed and a reference to the relationship between the two will be made.

3. THE LEGAL ENVIRONMENT

Description: This unit will examine current laws pertaining to DWI and Implied Consent Statutes. Emphasis will also be placed on current court decisions from around the United States affecting those laws and legislative action at the federal level to counter the drinking driver problem. When appropriate (i.e., all officers from the same state), state

statutes and court decisions directly affecting the host agency or state will be covered in detail.

4. DETECTION, NOTE-TAKING AND TESTIMONY

Description: During this block of instruction the students will be introduced to the three phases of detection, the tasks and key decisions of each phase and the use of a standard note-taking guide. We will also discuss guidelines for effective testimony.

5. CONCEPTS AND PRINCIPLES OF THE STANDARDIZED FIELD SOBRIETY TESTS

Description: The student will be made aware of the different types of nystagmus and their effects on the horizontal gaze nystagmus test. This unit will teach the students to properly administer the three standardized field sobriety tests, to recognize the clues for evaluating each test and to both describe the results in a clear and convincing fashion and record them on a standard note-taking guide. The student will also learn the limiting factors of these three standardized tests.

6. TEST BATTERY DEMONSTRATION

Description: During this block the instructor will select student instructors to participate in live classroom demonstrations of the three test battery. The class will also watch a video tape presentation.

7. DRINKING EXPERIMENT AND PSYCHOPHYSICAL TESTING

Description: This practical exercise involves the use of

several volunteers to act as drinkers in order that students may observe and test the behavior of the control group. The drinker will be brought to a given Blood Alcohol Level based upon their known body weight, a time factor, and consumption of a known quantity of alcoholic beverage. The entire three test battery will be practiced in this segment, which consists of two drinking exercises on two consecutive days. The student's proficiency will be evaluated during the second drinking exercise.

8. PROCESSING THE ARRESTED SUBJECT AND PREPARATION FOR TRIAL

Description: This unit of instruction deals with the importance of correct processing and report writing procedures in DWI arrests. These include the essential elements of an arrest, the correct sequence of processing procedures, a narrative DWI arrest report, case preparation and pre-trial conference and guidelines for direct testimony.

9. REPORT WRITING EXERCISE

Description: The students will practice the preparation of an actual report, using the standardized note-taking guide/narrative arrest report form. They will also discuss the need for competent courtroom testimony.

10. OVERVIEW OF OTHER DRUGS THAT IMPAIR DRIVING

Description This overview will "expose" the students to the incidence of drug involvement in motor vehicle crashes and DWI enforcement. Information will be presented on the major categories of drugs and the observable signs of impairment

generally associated with them along with some medical conditions and other situations that produce similar signs of impairment. Some appropriate procedures for dealing with drug-impaired or medically-impaired suspects will be presented and discussed.

11. FUNDAMENTAL CONCEPTS OF TEACHING AND LEARNING (OVERVIEW)

Description: During this block of instruction, learning and teaching will be defined and both will be related to sensory activities. The three domains of learning (cognitive, affective, psychomotor) will be identified and described. The four-step teaching process will also be discussed.

12. GUIDELINES FOR PREPARATION AND PRESENTATION

Description: During this session, characteristics of a good traffic safety instructor will be described and the student instructors will be made more familiar with the instructor preparation task to enable him/her to teach their fellow officers DWI detection and standardized sobriety testing.

13. STUDENT PRESENTATIONS

Description: Depending upon time allocation and total number of students, each student will prepare at least a 15-minute classroom instructional segment related to DUI. In doing so, the student will utilize the methods already learned during this course.

14. TESTING AND REVIEW

Description: The student will be required to successfully complete a written examination which covers every subject

presented in the DWI Instructor Course. Upon completion of the written exam, the entire exam will be reviewed to reinforce the learning objectives.

15. COURSE EVALUATION AND CLOSING

Description: The student will complete an open ended evaluation instrument and be given the opportunity to discuss in detail the strengths and weaknesses of the training course. Course completion certificates will then be presented and any final comments will be made at this time.

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Walter D. "Dave" Willhoite joined the IPTM faculty in June, 1985 after serving fourteen years with the Virginia Beach (Virginia) Police Department. While with the Virginia Beach Police Department, Mr. Willhoite served in a variety of positions including that of investigator, responsible for the investigation of auto thefts, fatal traffic accidents and the enforcement of DWI violations. Prior to joining the Virginia Beach Police Department, he served as a military policeman including a tour of Viet Nam.

His responsibilities at the Institute of Police Technology and Management include instructing in the Institute's accident investigation, police traffic RADAR, DWI, and Police Motorcycle Instructor Programs. He is also certified as an instructor in Police Pursuit Driving. He also authored a Police RADAR training manual in 1981 for the Virginia Beach Police Department that was used in many states nationwide. Prior to joining the IPTM staff he was active in training Virginia police officers at various training centers and colleges.

Dave Willhoite has completed numerous advanced and specialized police training programs including IPTM's DWI Instructor, Police Motorcycle Instructor, Police Traffic RADAR Instructor, and the entire series of accident investigation programs. He holds a BA degree in Criminology from St. Leo College, St. Leo, Florida and has done graduate work at Golden Gate University and is currently pursuing a masters degree in education at the University of North Florida in Jacksonville, Florida.