

About the course:

"Field Officer Training"



*...making the transition from
the classroom to
the "real world"*

This four (4) day school is designed to provide information and training to the Field Training Officer (FTO) to prepare a probationary officer with the necessary information and tools to properly and professionally begin their career as a peace officer. The FTO is an integral part in assisting the probationary officer to make the transition from the classroom environment to the application of learned skills in field situations. The training program will include information on the role of the FTO, the adult learning concepts, the evaluation process, civil liability issues, coaching and mentoring, ethical leadership, effective communication skills and documentation in the FTO manual. Each student will receive two (2) thorough and detailed comprehensive FTO training manuals (San Jose and LA models) that should serve as a documentation and evaluation tool to successfully promote the development of the probationary officer. Both manuals will also be on a CD ROM that will be provided to each student.



About the topics:

- Role of the FTO
- Adult learning concepts
- Evaluation process (DOR review)
- Civil liability
- Motor Vehicle Operation
- Coaching and mentoring
- Ethical Leadership
- Effective Communication skills
- Documentation in the FTO manual
- Motivation and managing a diverse employee workforce
- Gender issues in FTO process
- San Jose & LA Model Manuals (CD ROM on each included)
- **10 Hours CPT approved**

About the instructors:



WILLIAM D. HEALY was a career law enforcement officer for over 29 years. For 24 years Mr. Healy had been a member of the Ohio State Highway Patrol and was the Commander of the Highway Patrol's Traffic Drug Interdiction Team (TDIT). He also served for over five years as a manager/instructor at the Highway Patrol Academy. Mr. Healy has Bachelor's Degree from Ohio University and a Master's Degree from Central Michigan University in General Administration. He is a graduate of Southern Police Institute's Administrative Officer's Course at the University of Louisville. He has trained tens of thousands of officers in a variety of disciplines for the past 32 years. He is an OPOTA certified instructor. Currently, he is the Director of the North Coast Polytechnic Institute, a criminal justice training business in North Ridgeville, Ohio.

THOMAS WETZEL is a 34 year veteran police officer and is currently the Chief of Police with the University Circle Police Department. Prior to his Chief's assignment, he served with the Beachwood Police Department where he served as a Lieutenant. Tom is a certified law enforcement executive through the Ohio Law Enforcement Foundation. He has served as the department's training coordinator and also as the commander of the SWAT team. Chief Wetzel also directed the agency's community policing and crime prevention efforts and is an active public speaker. He also holds a black belt in Goshin Ju-Jitsu. He writes on a variety of police topics and has been nationally and internationally published.

REGISTRATION INFORMATION

Name _____
Agency _____
Address _____
City _____ State _____
Zip _____ Phone _____
FAX _____ e-mail _____

Registration fee:

\$400.00

____ Payment Enclosed
____ Bill Me (P. O. Number _____)

Training Site:

**Highland Heights
Community Center
5827 Highland Road
Highland Heights, Ohio**



4 WAYS TO REGISTER:

On Line: www.ncpi-ohio.com

Mail: North Coast Polytechnic Institute
Attn: William D. Healy, Director
6688 Steinbeck Court
No Ridgeville, Oh 44039
Phone (440) 353-0796

e-mail: info@ncpi-ohio.com

Fax: (440) 353-0797

School No. _____ School: FTO

Highland Heights PD September 22-25, 2025

(10 Hours CPT approved)

North Coast Polytechnic Institute
Attn: Mr. William D. Healy, Director
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WEB: www.ncpi-ohio.com



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**Field Training
Officer (FTO)
(10 Hours CPT)**

Hosted
by



**Highland
Heights
Police
Department**

**Monday –
Thursday**

**September 22-25,
2025**

8:00 AM to 4:30 PM