



Rules of
Department of Public Safety
Division 75—Peace Officer Standards and
Training Program
Chapter 15—Continuing Education

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**Title 11—DEPARTMENT OF
PUBLIC SAFETY**

**Division 75—Peace Officer Standards and
Training Program**

Chapter 15—Continuing Education

**11 CSR 75-15.010 Continuing Education
Requirement**

PURPOSE: This rule establishes the continuing education requirement for all peace officers.

(1) Continuing law enforcement education (CLEE) shall be obtained and monitored on a fixed, three (3)-year cycle, with the first CLEE period ending December 31, 1999, and successive CLEE periods ending December 31 every third year thereafter.

(2) Every licensed peace officer shall obtain forty-eight (48) hours of CLEE credit during each CLEE period.

(3) A peace officer shall be exempt from the CLEE requirement for the remainder of a CLEE period during which the officer receives a new license pursuant to 11 CSR 75-13.020 or a license upgrade pursuant to 11 CSR 75-13.030.

(4) CLEE credit may be obtained from the following sources:

(A) From a CLEE provider licensed pursuant to 11 CSR 75-15.030;

(B) From a basic training center licensed pursuant to 11 CSR 75-14.010;

(C) From a source approved to provide a specific CLEE course pursuant to 11 CSR 75-15.040;

(D) From a pre-approved out-of-state source pursuant to 11 CSR 75-15.050;

(E) For serving as an instructor for a CLEE or basic training class pursuant to 11 CSR 75-15.020(3)(B);

(F) By attending an accredited college or university course related to law enforcement or applicable to law enforcement administration pursuant to 11 CSR 75-15.020(3)(C); or

(G) As in-service training pursuant to 11 CSR 75-15.060.

(5) During each CLEE period, every peace officer shall obtain at least twenty-four (24) hours of CLEE credit from some combination of the following sources:

1. Licensed CLEE providers;

2. Licensed basic training centers; and

3. Sources approved to provide a specific CLEE course pursuant to 11 CSR 75-15.040.

(6) During any single CLEE period, no peace officer shall receive:

(A) More than twenty-four (24) hours of CLEE credit for in-service training;

(B) More than eighteen (18) hours of CLEE credit for college credit; or

(C) More than twenty-four (24) hours of CLEE credit for serving as a CLEE or basic training instructor.

(7) During each CLEE period, every peace officer shall, pursuant to 11 CSR 75-15.020(1), obtain at least:

(A) Four (4) credit hours of legal studies;

(B) Four (4) credit hours of technical studies;

(C) Four (4) credit hours of interpersonal perspectives; and

(D) Four (4) credit hours of firearms skill development training.

(8) Every peace officer with the authority to enforce motor vehicle or traffic laws shall obtain CLEE training regarding racial profiling. Racial profiling training may be obtained from:

(A) A CLEE provider licensed pursuant to 11 CSR 75-15.030;

(B) A basic training center licensed pursuant to 11 CSR 75-14.010; or

(C) A source approved to provide a specific CLEE course pursuant to 11 CSR 75-15.060.

(9) At the conclusion of each CLEE period, the Director shall determine the compliance of each peace officer pursuant to this rule. Each peace officer shall be responsible for reporting and demonstrating compliance to the Director.

(A) Within thirty (30) days after the end of each CLEE period, the Director shall send to the chief executive officer of each agency that commissions any peace officer a listing of its commissioned officers and a form for certifying which officers are in compliance with this rule, which officers are not in compliance, and which officers are exempt pursuant to section (3) of this rule. If the chief executive officer certifies a peace officer pursuant to this rule, this shall satisfy the officer's obligation to report CLEE compliance to the Director.

(B) Every peace officer whose chief executive officer does not certify CLEE compliance to the Director and every peace officer who does not hold a commission at the conclusion of the CLEE period shall report CLEE compliance to the Director on a report of continuing law enforcement education form.

(10) A peace officer may apply to the Director for a modification or waiver of the CLEE requirement for any CLEE period in which the officer takes official state or federal military leave of absence or in which the Director determines that the officer was unable to comply with the CLEE requirement due to a documented medical condition. Any determination made by the Director pursuant to this rule shall be subject to review only pursuant to section 536.150, RSMo.

(11) Any peace officer who fails to comply with this rule shall be subject to discipline pursuant to section 590.080.1(6), RSMo.

AUTHORITY: sections 590.030.5(1), 590.050, and 590.190, RSMo Supp. 2007.* Original rule filed May 1, 2002, effective Oct. 30, 2002. Amended: Filed Aug. 2, 2004, effective Jan. 30, 2005. Amended: Filed July 1, 2008, effective Dec. 30, 2008.

*Original authority: 590.030, RSMo 2001; 590.050, RSMo 2001; and 590.190, RSMo 2001, amended 2007.

**11 CSR 75-15.020 Minimum Standards for
Continuing Education Training**

PURPOSE: This rule establishes minimum standards for the continuing education training of peace officers.

(1) All Continuing Law Enforcement Education (CLEE) training shall relate to one (1) of the following curricula areas:

(A) Legal studies;

(B) Technical studies;

(C) Interpersonal perspectives; or

(D) Skill development.

(2) All CLEE training shall be designated according to curricula area. CLEE training relating to racial profiling shall be designated as such, in addition to being designated by curricula area.

(3) CLEE credit shall be calculated at the following rates:

(A) One (1) hour of CLEE credit for each fifty (50) minutes of CLEE instruction received;

(B) Two (2) hours of CLEE credit for each hour of CLEE or basic training instruction delivered; and

(C) Two (2) hours of CLEE credit for each semester hour of credit earned at an accredited college or university and related to law enforcement or applicable to law enforcement administration.



(4) Upon successful completion of the requirements of any CLEE course, the provider of the training shall present each trainee a certificate bearing:

- (A) The provider's name and the phrase "Approved Provider";
- (B) The course name;
- (C) The total number of CLEE credit hours earned;
- (D) A breakdown of CLEE credit hours earned by curricula area;
- (E) The number of racial profiling CLEE credit hours earned, if any;
- (F) The trainee's name;
- (G) The name of the individual responsible for general administration of the course; and
- (H) The date and location the course was presented.

(5) A CLEE provider shall retain, for a period of six (6) years after each CLEE training course, the following records:

- (A) A copy of the training certificate or other record of the information required by subsections (4)(A) to (4)(H) of this rule;
- (B) A list of all trainees who successfully completed the course;
- (C) The name of the individual responsible for general administration of the course;
- (D) A list of all training objectives, which must be identified within the lesson plan;
- (E) All lesson plans;
- (F) All source documents;
- (G) All instructor records;
- (H) The course evaluation plan; and
- (I) The course attendance policy.

(6) Every law enforcement agency that provides in-service CLEE training shall present each officer leaving the agency with a complete record of all in-service CLEE training obtained by the officer during the officer's tenure with the agency.

(7) A source approved to provide a specific CLEE course pursuant to 11 CSR 75-15.040 shall file with the Director a complete attendance list within two (2) weeks following the completion of the course.

(8) CLEE providers shall deliver all CLEE training in a safe and effective manner.

AUTHORITY: sections 590.030.5(1), 590.050, and 590.190, RSMo Supp. 2007.* Original rule filed May 1, 2002, effective Oct. 30, 2002. Amended: Filed July 1, 2008, effective Dec. 30, 2008.

*Original authority: 590.030, RSMo 2001; 590.050, RSMo 2001; and 590.190, RSMo 2001, amended 2007.

11 CSR 75-15.030 Procedure to Obtain a Continuing Education Provider License

PURPOSE: This rule identifies the procedure to obtain a continuing education provider license.

(1) Any person or entity may apply for a Continuing Law Enforcement Education (CLEE) provider license, except that a law enforcement agency eligible to provide in-service CLEE training pursuant to 11 CSR 75-15.060 is not eligible for a CLEE provider license.

(2) An applicant shall submit to the Director a CLEE provider license application. The Director may investigate or request additional information from an applicant pursuant to section 590.110.1, RSMo.

(3) The Peace Officer Standards and Training (POST) Commission shall make a preliminary determination of an applicant's qualifications. The POST Commission may consider any relevant factor, including the applicant's history, facilities and equipment, academic qualifications, financial qualifications, the estimated number of annual graduates, letters of support, and the applicant's need for licensed provider status as opposed to obtaining individual course approval pursuant to 11 CSR 75-15.040.

(4) If an applicant receives preliminary approval from the POST Commission, the Director shall:

- (A) Conduct a site visit;
- (B) Review the applicant's policies and procedures, including attendance and instructor evaluation policies;
- (C) Review the applicant's proposed courses, including training objectives, lesson plans, source documents, evaluation plan, and instructor qualifications; and
- (D) Report the findings to the POST Commission.

(5) Upon receipt of the Director's report, the POST Commission may invite the applicant to appear before the Commission.

(6) The POST Commission shall make a final recommendation to the Director whether to license the applicant.

(7) The Director shall consider the recommendation of the POST Commission and shall grant the CLEE provider license or deny the applicant's request. An applicant aggrieved by the decision of the Director may appeal pursuant to section 590.060.2, RSMo.

(8) All new CLEE provider licenses shall be issued for an initial period of one (1) year. During this initial period, the Director shall conduct a programmatic audit of the CLEE provider and present the findings to the POST Commission for review. The POST Commission shall make a recommendation to the Director whether to renew the license. The Director shall consider the recommendation of the POST Commission and may:

- (A) Renew the license for an additional period of one (1) year subject to further audit and review by the POST Commission;
- (B) Grant a three (3)-year license to the applicant; or
- (C) Refuse to renew the license, in which case the applicant may appeal pursuant to section 590.060.2, RSMo.

(9) The procedure to renew a three (3)-year CLEE provider license shall be as follows:

- (A) The applicant shall submit to the Director a CLEE provider license renewal application.
- (B) The Director may conduct a programmatic audit of the training center.
- (C) The Director shall grant renewal of the applicant's license or deny the applicant's request, which shall cause the license to expire.

(10) An applicant aggrieved by a decision of the Director pursuant to this rule may appeal pursuant to section 590.060.2, RSMo.

AUTHORITY: sections 590.030.5(1), 590.050, and 590.190, RSMo Supp. 2007.* Original rule filed May 1, 2002, effective Oct. 30, 2002. Amended: Filed Oct. 31, 2002, effective April 30, 2003. Amended: Filed July 1, 2008, effective Dec. 30, 2008.

*Original authority: 590.030, RSMo 2001; 590.050, RSMo 2001; and 590.190, RSMo 2001, amended 2007.

11 CSR 75-15.040 Procedure to Obtain Approval for an Individual CLEE Course

PURPOSE: This rule identifies the procedure to obtain approval for an individual continuing law enforcement education course.

(1) To be eligible to obtain approval for a specific, individual Continuing Law Enforcement Education (CLEE) course, an applicant must not be the holder of a CLEE provider license.

(2) An applicant shall submit to the Director a completed individual CLEE course application. This application must be submitted a minimum of thirty (30) days prior to the



scheduled delivery date of the course. The Director may investigate the applicant or request additional information from the applicant pursuant to section 590.110.1, RSMo.

(3) The Director shall determine the qualification of the applicant. The Director may consider any relevant factor, including the applicant's history, facilities and equipment, academic qualifications, financial qualifications, attendance policy, evaluation plan, training objectives, lesson plan, instructor record, and source documents.

(4) The Director shall grant approval of the individual CLEE course or deny the applicant's request. An applicant aggrieved by the decision of the Director may appeal pursuant to section 590.050.2, RSMo.

(5) Any change to the training objectives or instructor of an individual CLEE course shall require prior approval of the Director.

AUTHORITY: sections 590.030.5(1), 590.050, and 590.190, RSMo Supp. 2007. Original rule filed May 1, 2002, effective Oct. 30, 2002. Amended: Filed July 1, 2008, effective Dec. 30, 2008.*

**Original authority: 590.030, RSMo 2001; 590.050, RSMo 2001; and 590.190, RSMo 2001, amended 2007.*

11 CSR 75-15.050 Out-of-State, Federal, and Organizations Continuing Education

PURPOSE: This rule establishes that the Director will maintain a list of out-of-state, federal, and organizations continuing education entities.

(1) Before the beginning of each Continuing Law Enforcement Education (CLEE) period established pursuant to 11 CSR 75-15.010, the Director shall determine which states, federal agencies, and organizations have standards for continuing education training comparable to the standards established pursuant to these rules. The Director shall maintain a list of, and shall recognize continuing education credit from, such sources.

(2) In order to receive credit for attending the CLEE training approved pursuant to this rule, an officer shall maintain evidence that:

(A) The training was approved for continuing education by the state or federal agency providing the training or by the state in which the training was located; and

(B) The officer successfully completed the training.

AUTHORITY: sections 590.030.5(1), 590.050, and 590.190, RSMo Supp. 2007. Original rule filed May 1, 2002, effective Oct. 30, 2002. Amended: Filed July 1, 2008, effective Dec. 30, 2008.*

**Original authority: 590.030, RSMo 2001; 590.050, RSMo 2001; and 590.190, RSMo 2001, amended 2007.*

11 CSR 75-15.060 In-Service Continuing Education Training

PURPOSE: This rule establishes a procedure for a law enforcement agency to provide in-service continuing law enforcement education training.

(1) Any law enforcement agency may provide in-service Continuing Law Enforcement Education (CLEE) training to its licensed peace officers.

(2) In order for in-service training to qualify for CLEE credit, the agency providing the training shall submit to in-service training audits, during which the agency shall provide the Director free access to all records retained pursuant to 11 CSR 75-15.020(5).

(3) The Director may refuse to recognize CLEE credit from any in-service provider that:

(A) Refuses to cooperate with an audit pursuant to this rule; or

(B) Fails to comply with the minimum CLEE training standards of 11 CSR 75-15.020.

AUTHORITY: sections 590.030.5(1), 590.050, and 590.190, RSMo Supp. 2007. Original rule filed May 1, 2002, effective Oct. 30, 2002. Amended: Filed July 1, 2008, effective Dec. 30, 2008.

**Original authority: 590.030, RSMo 2001; 590.050, RSMo 2001; and 590.190, RSMo 2001, amended 2007.*

11 CSR 75-15.070 Computer-Based Continuing Education Training

PURPOSE: This rule establishes the requirements for computer-based training.

(1) Any source approved to provide Continuing Law Enforcement Education (CLEE) training pursuant to 11 CSR 75-15.010(4) may offer interactive, computer-based training.

(2) Computer-based training shall be controlled by an interactive computer program

and shall require the student to participate by making responses influencing the pace and/or the direction of the training involving a mode of operation in which there is an exchange of information between the computer and the student.

(3) Computer-based training shall meet all requirements of 11 CSR 75-15.020. In addition, the training certificate presented to each trainee shall bear the phrase "Computer-Based Training."

(4) A computer-based training course shall be considered a complete and detailed lesson plan within itself. Source documents may be identified within the computer course. When a course is no longer available via computer, the provider shall maintain a printed copy of the lesson plan in the course file retained pursuant to 11 CSR 75-15.020(5).

(5) The course administrator shall attest to actual attendance and may ascertain attendance by any reasonably certain method, as determined by the Director, including tracking by the computer course software, if the tracking meets the standard of this rule. The attendance policy and methodology for ascertaining attendance shall be included in the course record file.

(6) The evaluation plan may include assessment of the student's mastery of the training objectives as part of computer program or may do so by an examination separate from the computer program, such as a written or practical examination. To successfully complete a computer-based training course, a trainee must achieve a test score of at least seventy percent (70%) correct.

(7) The number of CLEE credit hours for a computer-based training course shall be determined as follows:

(A) A test group of at least ten (10) randomly selected peace officers shall complete the course in a timed manner.

(B) The test group times shall be placed in rank order.

(C) The time required for successful completion of the course by eighty percent (80%) of the test group, rounded down to a convenient time interval, shall be the credit hour value of the course.

(D) The credit hour value of the course may be determined by any other method approved in advance by the Director.

*AUTHORITY: sections 590.030.5(1), 590.050, and 590.190, RSMo Supp. 2007.**



Original rule filed May 1, 2002, effective Oct. 30, 2002. Amended: Filed July 1, 2008, effective Dec. 30, 2008.

**Original authority: 590.030, RSMo 2001; 590.050, RSMo 2001; and 590.190, RSMo 2001, amended 2007.*