

## About the Program

The ACCA Basic Animal Control Officer Certification program is designed for Animal Control Officers at the federal, state, and local levels, Police Officers, and Sheriff's Deputies responsible for animal control and all of its many facets. In addition, those people interested in a career in the animal control/care field are welcome to attend. No previous animal control experience is required. Successful completion of the Basic Animal Control Officer Certification shall include a minimum passing score of 80% on written examinations and mandatory attendance during all training.

The course is comprised of eight separate blocks of instruction to include: Laws and Enforcement Procedures; Interpersonal Communication; Officer Safety and Protection; Basic Animal Control Officer Investigations; Evidence Law and Collection; Courtroom Presentation and Testimony; Report Writing; Canine Behavior and Aggressive Dogs; and Safe Animal Handling/Capture and Restraint Equipment.

The ACCA Basic Animal Control Officer Certification program has been carefully researched and offers the most current animal control-related information available.

The ACCA Basic Animal Control Officer Certification Course costs just \$595 per student for the complete course. You may pay for this training program either with an Agency Check, Personal Check, Purchase Order or Credit Card.

To obtain a registration form for this course, please visit:  
[www.accacademy.net](http://www.accacademy.net)

Questions? Contact ACCA via phone at 913-515-0080 or email:  
[jmays@accacademy.net](mailto:jmays@accacademy.net)

Upon registration, you will receive a confirmation letter via e-mail.

Class location: Paragon Architecture, 637 W. College Street, Springfield, Missouri 65806. Note: Students will need to park across the street at Mother's Brewing Company overflow parking - please look for the signs. Need directions? Please call Heather Kellough at 417-655-2759.

Animal Control & Care Academy  
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Springfield-Greene County  
Health Department

*Helping people live longer, healthier, happier lives*

## Basic Animal Control Officer Certification

May 15-18, 2023

Springfield, MO



### **Day 1**

**Laws and Enforcement Procedures** – Whether an animal regulatory agency is large or small, made up of many officers or just one part-time officer, it operates under authority granted by a specific set of laws. This authority begins with the United States Constitution and is contained within state constitutions. States may enable cities or counties to address their animal problems by enacting ordinances. This course is designed to establish a working knowledge and understanding of the common laws relating to animal control and field services. The topics include leash laws; noise complaints; sanitation issues; limit laws; cruelty and neglect; tethering; license requirements; rabies control; prohibited conduct; vicious and dangerous dogs; and citation servicing protocols.

### **Day 2**

**Interpersonal Communication** – For Animal Control professionals, communication skills are the most important of all the skills necessary to succeed in our profession. Being effective at communicating equates into becoming successful. Being an ineffective communicator usually results in poor interpersonal relationships, citizens' complaints, and possibly even injury or death on the job. This training offers practical tools and strategies for improving an ACO's verbal and nonverbal communication skills.

**Officer Safety and Protection** – This course will offer an understanding of the principles of officer safety, to include: personal protective equipment recommendations; health risks associated with animal control work; challenges associated with driving animal control service delivery vehicles; vehicular traffic risks; injury prevention related to the loading/unloading of animals on the vehicle; evaluating risks while on private property; contact considerations with citizens/violators; understanding the Safety Zone, to include proper distance, proper stance, and having an escape route; developing a survival mindset; and evaluating behavioral indicators of assaults.

### **Day 3**

**Basic Animal Control Officer Investigations** – This course will detail the role of the Animal Control Officer in performing investigations and to identify the common types of investigations and variations between them. Participants will become familiar with scene assessment and the common tools and resources used in investigation procedures and case development. Complaint procedures, interview techniques and the types of forms and reports used for documentation will also be explained.

**Evidence Law and Collection** – The key to a successful outcome in any animal-related investigation is the recognition and collection of evidence. The first responder's initial actions are critical to animal crime scene investigations. This course will discuss the importance of numerous types of evidence and to identify, process, and preserve the

crime scene and items of evidence found in them. The course will demonstrate the challenges that are faced when presenting veterinary and animal crime scene evidence in a court of law. The goal is to help students be more comfortable with the process of collecting and presenting evidence in such cases, and to learn how to avoid some of the common mistakes that might make such testimony ineffective.

**Courtroom Testimony and Report Writing** – When should court preparation start? What should be done on the day of court? This block of instruction will focus on courtroom preparation and testimony from the initial call until the court date, to include when/why you should seek out your prosecutor before court; important things that should be done during your testimony; recognizing defense tactics and how to avoid them; and courtroom professionalism and dress standards/appearance. This course also includes instruction on how to write fact-based, unbiased, clear, grammatical reports as a tool for prosecution.

### **Day 4**

**Canine Behavior and Aggressive Dogs** – Within the United States, about 4.5 million people are bitten each year by dogs. Almost 1 in 5 of those victims require medical attention from their dog bite injuries. In the 14-year period of 2005 through 2018, dogs killed 471 people. These are staggering statistics and it takes responsible dog owners and public education and awareness about dog bites in order to prevent these needless attacks. This course will offer ACO's a basic understanding of dog behaviors in a field environment, to include: Assisting ACO's to recognize and respond to hazardous situations associated with dangerous or potentially dangerous dogs; Providing instruction in the principles of dog communication and in the tools, techniques and equipment that can be used to avoid, repel or handle aggressive dogs; Understanding the general characteristics of common dog bite scenarios; Identifying the presence of dogs on a property and the techniques for making such a presence known; Develop an understanding of the different forms of canine aggression; Understanding the different methods in which dogs communicate aggression or friendly moods and intention; Understanding techniques for minimizing personal injury in the event of an attack; Becoming familiar with resources to assist in officer-related animal bites.

**Safe Animal Handling/Capture and Restraint Equipment** – Every day is a different day for an ACO. One of the most unique aspects of the ACO position is that of working with the wide variety of animal species and situations. Safe animal capture and handling is extremely important in order to protect the safety of the officer, the public and the animal. ACCA offers a 4-hour block of instruction that covers the skills and equipment that are necessary when dealing with domestic animals, wildlife, exotics and livestock. This practical course focuses on the animal species commonly handled by ACO's, injury prevention, dangers and risks, capture and restraint methods, equipment, safe loading and transportation.