



CONTROL ROOM OPERATOR I STUDY GUIDE

TABLE OF CONTENTS

I. INTRODUCTION

II. OVERVIEW OF THE CLARK COUNTY DETENTION CENTER

III. STUDY GUIDE

IV. READING PASSAGES

A. Vision, Values, Mission and Goals Statements of the DSD

B. Games Criminals Play

C. Access to Detention Facility

D. Anatomy of a Riot

V. DEFINITIONS

VI. SPELLING LIST

I. INTRODUCTION

This Guide is provided to assist you in preparing for the Written Exam for Control Room Operator I. It contains information on the position of Control Room Operator I with the Las Vegas Metropolitan Police Department (LVMPD).

It is your responsibility to read and study this Study Guide in preparation for the Written Examination. It will be difficult to pass the Written Exam if you do not study this Guide. Also, by studying the Guide, you will gain a better understanding of the duties of a Control Room Operator I and the types of information you will be required to learn if you are hired as a Control Room Operator I.

Written Exam items will be taken from all sections of the Study Guide, **excluding** Section III.

II. OVERVIEW OF THE CLARK COUNTY DETENTION CENTER

Clark County Detention Center

The Clark County Detention Center (CCDC) houses individuals who are: 1) arrested for committing crimes and are awaiting court hearings; 2) found guilty of committing crimes and are sentenced to confinement for up to one year; and 3) found guilty of committing crimes, sentenced to confinement for more than one year, and are awaiting transportation to prison. These individuals may be male or female, adult or juvenile. The crimes they may have committed or been accused of range from misdemeanors which took place within county limits to gross misdemeanors and felonies.

The CCDC is headed by the Sheriff and is run by the Deputy Chief of the Detention Services Division (DSD). The Detention Services Division handles the booking, processing, transporting, and releasing of inmates. It also provides inmates with security, housing, meals, health care, clothing, and various programs. The Detention Services Division maintains records on all phases of inmate movement within the facility from booking to release. It schedules and maintains records on inmate court appearances and all Las Vegas Justice Court and Eighth Judicial District Court warrants. It also handles transporting inmates to and from courts, hospitals, and other Detention facilities; and serves warrants and other legal documents.

DSD Control Room

The Control Room shall control access to and from the CCDC to maintain internal security. It is staffed by specially trained individuals who have demonstrated mature judgment, professionalism, and the ability to think and act quickly in an emergency. Access to the Control Room shall be **strictly limited**.

The Control Room door shall remain locked. No unauthorized personnel shall be allowed access into the Control Room. Should any person listed on the access list request entry with a person unrecognizable to the Control Room Operators, regardless of badging status, the Control Room Operator must secure third-party clearance from the on-duty Administrative Sergeant, DSD Watch Commander, Deputy Chief, or a Director. Individuals not assigned to the Control Room or those whose duties do not require them to be in the Control Room are considered unauthorized personnel.

When a disturbance or emergency occurs within the facility, the Control Room shall be notified first. Control Room Operators shall immediately notify the Watch Commander or Administrative Sergeant and other appropriate personnel. Control Room Operators will gather and relay information as required until such time as they are relieved of this responsibility.

Control Room Operator I

The position of Control Room Operator performs a variety of duties involved in the movement of staff and inmates, both vertically and horizontally, within the CCDC and the North Valley Complex. Operators operate switches that activate pneumatic doors, respond to intercom requests, and monitor the audio and visual surveillance equipment, the Emergency Response equipment, and the movement of emergency personnel throughout the facility. This position receives supervision from a Corrections Sergeant or a designee and resides in adult detention/satellite facilities. Duties are performed in a confined and secured room with low lighting and multiple work stations. Workloads vary based upon tasks, assignments, and unforeseen events. Operators must have the physical and mental fitness to endure high stress and complex situations while viewing cameras and computer screens for prolonged periods of time.

III. STUDY GUIDE

This portion of the Guide is designed to give you information that will help you on the Written Exam. **There will not be any questions on the exam from this section of the Guide.** There are two things that you can do to insure that you get the best score you possibly can.

First of all, study correctly; and secondly, be a wise test taker. In terms of studying correctly, the first thing you should do is study daily. Learning theory teaches that many short study sessions are better than a few long ones. You will spend less time in the long run and learn the material better if you spend a little time on it each day rather than trying to cram at the last minute. Studying may actually be a misleading term in that all you really need to do is read the material in the Guide. Reading the Guide once a day from the time you pick it up until the day of the test should be plenty of "studying." However, an even more thorough job of studying may be done by outlining and highlighting what you consider to be important points. Outlining is done by picking out the major points in a section and listing them; then listing the important points made under each major point and then listing any sub points under those. In practice this form of outlining could look like this:

- I. Overview of the Clark County Detention Center
 - A. Control Room Operator I
 - 1. Training
 - a. procedural policies/technical material

Outlining forces one to identify the important points made in the written material and when finished, provides a map of these important points. The process of finding the important points, writing them down, and reviewing them is a very strong learning technique. It will help you prepare for the test.

Highlighting is simpler than outlining yet is based on the same principles. Instead of writing out important points you simply mark them in any of a variety of ways. Highlighting pens come in a variety of bright colors which allow a reader to mark relevant points so they stand out. It is virtually the same as underlining but is simple and quicker to just mark important points rather than drawing lines under the words. Again, the goal is to create a map of the most relevant ideas and remove excess wording that is not necessary to understand the point being made.

In terms of test taking, reading is the key to being a wise test taker. It is very important to read and understand the instructions to the test and then read each item carefully since before you can answer a question, you must know what the question asks. Once you understand the question, then you are ready to read the possible answers. Read each answer carefully before choosing the one you feel is most correct. If one answer "jumps" out at you or you have a first impression that one answer is most correct, that's the one you should choose. Most times, your first

choice will be correct. You should only change answers if you are sure your first answer is incorrect.

If, after reading the choices, you are not able to select one, narrow your choices by eliminating those you know are incorrect. Usually, on a four choice multiple choice test, there are two answers which can be eliminated. If you can narrow your answers to two, your selection is easier.

It is a good idea to go through the test several times. The first time through, you should only mark the answers you are sure of on the answer sheet provided. If you have any doubt about an item, skip it, and go on. The second time through, read the items you skipped the first time and mark those that you feel fairly confident you know. The third time through, you should answer all questions, even if you just have to guess. You should not leave any items blank and you must be very careful with matching the number of the question to the corresponding number on the answer sheet. It is also important that you use your time carefully during this process so you do not spend too much time on any one area. In terms of budgeting your time then, you may want to work on those portions of the test that you feel will take you the longest so you may complete them and have them out of the way before moving quickly through the other portions of the test.

To be ready to do your best on the test, you should also get a good night's sleep the night before. Avoiding alcohol, caffeine, and nicotine is helpful also. Before the test you should be sure that you know exactly how to get to the test site. Practice the drive if necessary to be sure you will be able to arrive in plenty of time.

Arriving early is important because it gives you time to relax before taking the test and helps you avoid the possibility of getting anxious over traffic problems. Your mental attitude will also benefit from arriving early. Proper studying, good test taking skills and avoiding anxiety should all help you do the best you can.

GOOD LUCK !!!

IV. READING PASSAGES

READING PASSAGE A

Vision, Values, Mission and Goals Statements of the Detention Services Division

THE VISION

To be the safest jail in America.

THE VALUES

The values of the Las Vegas Metropolitan Police Department and the Clark County Detention Center are:

Integrity
Courage
Accountability
Respect for People
Excellence

The acronym "I CARE" is the guiding principle for each and every employee. The values are supported by behaviors, demonstrated by the actions of employees, as they live these values. All employees are expected to represent the values of the Department while in the workplace, on-duty and off-duty.

THE MISSION

The mission of the Clark County Detention Center is to set the standard for American jails, through leadership and excellent service, while focusing on the safety of the community, staff members, and inmates.

THE GOALS

The goals of the Clark County Detention Center are:

1. Maintain an atmosphere of open, productive communication throughout the Detention Services Division and our partners throughout the LVMPD.
2. Develop strategies to effectively support the upgrades and replacement of:
 - a. North Tower retrofit
 - b. JMS Upgrade
 - c. LVSINS Upgrade
3. Partner with all components of the criminal justice community, social services and community resources in the identification of those inmates who can be diverted to programs rather than incarceration.

4. Develop and implement re-entry programs internally and externally that reduce jail population and/or recidivism through education, job training, job placement, mentoring and other supportive services.
5. Continue to develop strategies to receive authorization for implementation of a budget and staffing plan to create a bureau within the division for the North Valley Complex.
6. On-going, continuous assessment of manpower utilization to maintain an efficient, productive workforce in the safest manner.
7. Support research efforts that consider correctional best practices intended to advance the future of jail operations while still embracing and promoting the "Direct Inmate Supervision" philosophy.
8. Analyze population for purposes of reducing average length of stay.

READING PASSAGE B

Games Criminals Play

(paraphrased from Games Criminals Play, Bud Allen and Diana Bosta, 1981.)

Detention facility authorities have long been aware of the ability that prisoners possess for modifying the behavior of inmate keepers, but they have been helpless in combating the process because until now no tool for early recognition has existed. Most people who enter the field of corrections are tested by inmate manipulators. Inmates try to "set-up" the corrections employee. When the inmates determine it would be difficult to cause that particular honest corrections employee to commit a dishonest act, they leave him or her alone and go in search of someone else. The procedure is on-going and constant. In the past, when more experienced employees have stopped or prevented a set-up, there was no patterned input to substantiate that a set-up was, in fact, going on. Their suspicion was based strictly on feelings, an inner awareness that made them uneasy, and that they, themselves, did not fully understand. This ability to sense something has gone awry is an extremely important aspect of working in a corrections environment.

That "Gut Level Feeling"

The manipulation of staff behavior by inmates is difficult to explore because most often the suspicion of something being wrong has no initial foundation in fact, but is simply something one feels. Responding to one's feelings is an area everyone in corrections should explore. Everyone is endowed with an extrasensory perceptibility which could be used in much greater depth were it not for the fear of being wrong. People tend to shy away from signs based on feelings! Most situations occurring in detention facilities where people respond to their inner feelings produce positive results. Some time has been spent on the concept of inner awareness as a sensing mechanism for one very important reason. In every set-up case researched, the

victim became uneasy over the unusual attention being received, and the feelings generated during the early stages of the manipulation process. All victims managed to convince themselves of wrongfully interpreting actions and information.

Training Benefits

The awareness and implementation of set-up prevention training has produced some amazing, unpredicted results. Three are most notable: 1) improved staff confidence and professionalism; 2) greater receptiveness by inmates to the treatment programs; and 3) better staff/inmate relations. People who travel in unfamiliar territory without using a map run the risk of being lost. They panic and often display inappropriate behavior. Correction facility employees who discover they are being manipulated often react in this same manner. By being aware and understanding the behavior and its pitfalls, they can deal with both the act and the actors. Knowledge brings confidence and this confidence gives the inspiration necessary for professionalism.

READING PASSAGE C

Access to Detention Facility

POLICY

For the purpose of maintaining secure operations, the CCDC has established procedures for the orderly entrance and exit of employees and other persons.

DEFINITIONS

- A. SECTION SUPERVISOR: Anyone having supervisory authority over a Section within the LVMPD DSD.
- B. EMPLOYEE: An individual employed directly by the LVMPD DSD, such as:
 - 1. Corrections Officer
 - 2. Law Enforcement Support Technician
 - 3. Supply Clerk
 - 4. Clerical Staff
 - 5. Detention Services Technician
 - 6. Control Room Operator
- C. CONTRACT EMPLOYEE: An individual employed by a firm or agency which has a contract with the LVMPD DSD to perform or provide a service within the CCDC, for example:
 - 1. Medical
 - 2. Food
 - 3. Library
 - 4. Maintenance
- D. VOLUNTEER: An individual approved to perform or provide a service within the CCDC on a voluntary basis such as:

1. Religious
 2. Alcoholics Anonymous
 3. Educational
- E. VISITOR: An individual NOT employed with, or at the CCDC, but requiring access inside the secured perimeters.
- F. I.D. BADGES: Approved identification badges include the following:
1. LVMPD Hang Badge
 2. Metal Badges from within the local Criminal Justice System
 3. DSD Visitor Badges.
 4. County picture ID Hang Badge.

GENERAL INFORMATION

- A. CONFLICTS: Which arise from any item noted herein shall immediately be brought to the attention of the on-duty Watch Commander for handling.
- B. SECURING LOBBY ENTRANCE: In the event of an emergency, may be accomplished by way of an electronic command from the Reception Desk.
- C. I.D. BADGES: Persons penetrating the secured perimeters of the facility will be required to visibly display an approved I.D. badge at all times while inside the CCDC.
- D. DSD VISITORS' BADGES: Visitors' badges are issued by Reception personnel and/or First Floor Booking Sergeant. The badge must be signed out and exchanged for personal identification, such as driver's license, Sheriff's card, etc.
- E. SCREENING AND SEARCHING: Anyone entering the CCDC through the reception area IS subject to:
1. Being screened by a metal detector.
 2. Inspection of all items carried into the facility for weapons and contraband.
 3. Storage of items not permitted inside the facility, in lockers provided in lobby area.
 4. Storage of weapons in the weapons lockers located in lobby area.

****NOTE****

WEAPONS WILL NOT BE PERMITTED WITHIN THE SECURITY PERIMETER OF THE CCDC!

- F. EMPLOYEE ACCESS

1. PARKING: Employees with valid parking cards may park in the County Parking Garage adjacent to the CCDC.
2. WEAPONS: Personal weapons carried off duty will be stored in personal lockers.
3. LOCKERS: An employee assigned a personal locker in one of the Locker Rooms on the 12th floor may supply his/her own lock in addition to the one provided.
4. LEAVING THE FACILITY FOR LUNCH BREAKS: Employees who take their lunch breaks outside the CCDC shall go to and come back from meal breaks by way of the 12th floor bridge or lobby.
5. REPORTING FOR AND SECURING FROM DUTY: Shall be by way of the 12th floor bridge or lobby.
6. ENTERING DURING OFF-DUTY HOURS: Employees wishing to access the CCDC during off-duty hours will do so by way of the 12th floor bridge or lobby.
7. EMPLOYEE ACCOMPANYING VISITOR (with Visitor's Badge): May enter through the First Floor Lobby during off duty hours.
8. CONTRACT EMPLOYEES AND VOLUNTEERS: Shall be admitted by way of the First Floor Lobby.

READING PASSAGE D

Anatomy of a Riot
(taken from Corrections Magazine)

The disturbance began on Saturday, February 2, at about 1:30 a.m. in Dormitory E-2. All inmates had been permitted to stay up until 1:30 to watch the late movie in the dormitory and cellblock dayrooms. The story originally given out by prison officials was that the Shift Captain, Gregorio Roybal, accompanied by another guard, entered Dorm E-2 to make a routine security check and lock up the dayroom. They were said to have discovered two inmates drinking "hootch" -- homemade liquor. When they tried to break up the hooch party, according to this version, they were jumped by the inmates, who took them hostage and led a general insurrection.

Based on this report and the fact that the riot seemed to be chaotic and leaderless, officials concluded that the disturbance was spontaneous. But during the weeks

after the riot, several different versions of what happened emerged that called the "spontaneous" theory into question. A few days after the riot, the Albuquerque Tribune obtained copies of several memos sent to Warden M. Jerry Griffin and other officials in January saying that inmates were planning to riot and take hostages. One of the memos, from prison psychologist Dr. Marc Orner, said that Dorm E-2 residents were hoarding weapons. Prison officials say now that Dorm E-2 was searched and that a "significant" number of weapons were not found.

The incident, according to the sources, happened this way: Correction Officers Michael Schmitt and Ron Martinez were making their regular rounds, checking on dorms, making sure inmates went to bed, locking dayrooms. They arrived at Dorm E-2 and were about to go in when they were interrupted by Captain Roybal, who said there was something he wanted to check on in the dorm. He and Schmitt went in while Martinez stayed outside with the keys, as regulations require. While Roybal and Schmitt were in the dorm, another officer, Lt. Joe Anaya, arrived and asked Martinez to let him in. Clearly, the guards had a report that something was amiss in the dorm.

As in all of the dormitories in the overcrowded penitentiary, E-2 had four rows of bunk beds jammed from wall to wall. After Martinez unlocked the door and let Anaya in, an inmate named Michael Price jumped up from his bunk near the door and hurled his body against it to prevent Martinez from closing it. A group of inmates rose up and overpowered the four guards. Anaya is big; it took several inmates to bring him down. The guards were dragged into the dayroom, stripped, and severely beaten.

This version of events was supported by one inmate's account. Donald Stout, who was in Dorm E-2 when the riot started, said that the hostage-taking was indeed planned by the E-2 inmates, but not until about 90 minutes before the four guards visited the dormitory.

After capturing the four guards, some of the inmates left the dormitory and searched the rest of the South End until they found the three other guards assigned to that section of the prison. The guards were quickly overpowered and their keys seized. The inmates then released hundreds of other inmates. Having captured seven guards, the inmates had in their custody half of the 14 guards manning the shift. (Four others were outside the walls: three in guard towers and one patrolling the grounds on foot.)

The inmates then broke into the Control Center; the guard inside fled the institution as they did so. Mendoza says that he watched in horror as the inmates broke the Control Center's "shatterproof" glass with three blows from a fire extinguisher. Other accounts have the inmates using a metal table and pipes.

In any case, the glass was broken easily, and this has become a source of controversy. The 1-3/16 inch glass windows in the Control Center had only been installed a few weeks before. They had replaced steel grillwork windows that officials say would have been much more difficult for the inmates to penetrate. The

contractor who installed the windows, which are used in many prisons, says he never claimed that the windows were unbreakable, only shatterproof and "bullet-resistant." Warden Griffin says that he was given the impression that the windows were unbreakable.

When the inmates broke into the Control Center, says Deputy Warden Robert Montoya, "We lost the institution." The Control Center contained keys to every building in the prison.

Initially, the violence took a standard form. Mattresses were stacked up in dormitories and in the walkways of cellblocks and burned. The education building was burned, as were the administration building, the psychological wing, part of the hospital, and the kitchen. Several housing units were also set on fire, but the damage to the dorms and cellblocks turned out to be less severe than officials initially thought. Inmates ripped pipes out of the walls and the entire first floor of the prison was flooded.

Exactly when the killings and beatings began is unknown. But conversations with hostages and inmates suggest that it was not until about 5:30 a.m. Saturday. It was at about that time that a group of inmates began breaking into Cellblock 4--the protective custody unit-- which held 100 inmates. Some of the Cellblock 4 inmates were informers; others were inmates against whom other inmates had grudges; some were sex offenders; some were "weak" inmates in danger of homosexual attack.

Informers were certainly a target of the violence. Most of those killed in Cellblock 4 were first brutally beaten and stabbed, then thrown off the tiers to the floor below. In one case, the inmates couldn't get into an inmate's cell, so they cut it open with their blowtorches. The inmate shrieked with fear as the work progressed. When they got the cell open, they beat the man. Then they tied one end of a rope to the cell bars and another around his neck. They threw him off the tier. His neck snapped and he died immediately. They dragged him back up onto the tier and slashed his body with knives.

While most of the murders appear to have been committed for a reason, there was a great deal of random violence. Gangs of inmates reportedly roamed the prison raping and beating other inmates indiscriminately.

While none of the guards were killed, they did not escape the violence. Apparently, the worst victims were the three officers captured in Dorm E-2--Roybal, Schmitt, and Martinez. Schmitt, when he was carried out of the prison Sunday morning, was lying naked face down on a stretcher. When he was lifted off the stretcher, there was a pool of blood where his head had rested. He was admitted to the hospital in critical condition and spent five days there. Martinez was severely ill, both physically and mentally.

Another guard, Elton Curry, known to inmates as "Bigfoot" (he is 6'7" tall) was reportedly attacked and severely beaten by a gang of 15 inmates. Another guard,

Juan Bustos, was said by inmates to have been both severely beaten and raped. He too was reported to be severely emotionally disturbed weeks after the riot.

The riot was traumatic even for those not physically hurt. Larry Mendoza suffered only a few bruises from being kicked. When he emerged from the prison, a reporter asked him, "What's it like in there?" Mendoza started to answer, but then broke down in tears.

While the inmates were killing each other, officials were trying to figure out what was going on inside so that they would have a better idea with whom to negotiate and about what.

On Saturday afternoon, the penitentiary inmates finally issued a set of 11 demands. The demands were, for the most part, practical ones. The inmates wanted federal officials to supervise the retaking of the prison. They were promised that FBI agents would be there. They wanted all inmates who had been housed in Cellblock 3 (the segregation unit) reclassified. The inmates wanted overcrowding relieved and improvements made in the food, visiting procedures, recreational facilities, educational programs, and disciplinary procedures. Negotiators gave non-committal answers, saying they were discussing several of the issues raised by the demands with the legislature. They said they would hire a nutritionist to improve the food and would relieve overcrowding when a new 288-bed medium security facility was completed in the summer.

By late Saturday evening, the negotiators had narrowed the inmate demands to five: 1) that there be no physical retaliation against the rioters; 2) that the authorities review segregation policies; 3) that inmates be permitted to meet with members of the press; 4) that there be no double-bunking in Cellblock 3 except in emergencies; and 5) that the inmates be given fire hoses to douse the flames still raging inside the prison. Negotiators agreed to the demands and offered to put the agreement in writing. The inmates said they would have to clear the agreement with other inmates inside before signing, but said they wanted to meet with the media immediately.

Finally, at 10:30 a.m. on Sunday, the agreement between inmates and negotiators became final. The inmates released the hostages and allowed prison officials to regain control of the facility.

V. DEFINITIONS

The following list of words with their definitions is provided to you to help you begin to understand common terms used in corrections work. Knowing these words should assist your understanding of items on the test since these words may appear in actual questions on the Exam.

1. ALLEGED
Claimed but, as yet, unproven.
2. ARRAIGNMENT
Bringing a person before a court of law to answer an accusation.
3. BOND
A form of money bail required from accused persons by the courts to allow the accused person's release from jail before trial.
4. CAPITAL CRIME
A crime for which one can receive the death penalty.
5. CHARGED
Being formally accused of a crime.
6. CIVIL CASE
A lawsuit brought against a person or organization asking for money damages, or court orders requiring that action be taken or stopped.
7. COMMISSARY
A store which is operated by the facility so that inmates may purchase food and hygiene items.
8. CONTRABAND
Any item or article possessed by an inmate or found within the facility that has not been officially issued or purchased from the facility.
9. CUSTODY
Having responsibility for the care and keeping of a person or thing.
10. DEFENDANT
A person who is alleged to have committed some wrong either in a civil or criminal suit.

11. DUE PROCESS
Phrase used in the Fifth and the Fourteenth Amendments meaning that persons have a right to be treated fairly before the government takes away their liberty or property.
12. EQUAL PROTECTION
Phrase used in the Fourteenth Amendment meaning that persons have a right to be treated equally under the law and not discriminated against.
13. EXTRADITION
The surrender of a felon by the state for prosecution of a crime committed in the state from which the felon fled.
14. FELONY
A crime punishable by a prison sentence of a year or more.
15. HABEAS CORPUS
Latin phrase meaning "you have the body." A legal procedure available to anyone to challenge an illegal custody or confinement.
16. HOSTAGE
A person held involuntarily and illegally as a pledge that promises will be kept or terms met by the third party.
17. INCARCERATED
Confined in a jail or prison.
18. INCRIMINATING
Making a person look guilty or involved in a criminal offense.
19. INDICTMENT
A formal charging of a person of a crime by a grand jury.
20. JAIL
An institution which holds pretrial prisoners and sometimes short term convicted inmates.
21. JURISDICTION
The geographical or subject area in which a court, judge or official has authority to act.
22. LIABLE-LIABILITY
A legal enforceable obligation or responsibility for something, as for a debt or harm to another.

23. MISDEMEANOR
A crime punishable by less than a year in prison.
24. MODULE
A unit to house inmates in the facility.
25. NOLO CONTENDERE
Latin phrase meaning "I will not contest it;" it is a type of plea to a criminal charge, in which the defendant does not directly admit guilt but also does not contest or deny the charge and, therefore, accepts whatever punishment is ordered.
26. PAROLE
Supervised release from prison before the full sentence is served.
27. PRETRIAL DETAINEES
Persons who have been charged with a crime and are being held in jail until trial.
28. PRISON
An institution for the incarceration of felons.
29. PROBATION
A form of sentence by which a person convicted of a crime is allowed to remain in the community instead of serving a jail or prison sentence.
30. PROSECUTE
When the state files and carries on a criminal case against an individual.
31. RECIDIVIST
A repeat offender; a person who has been convicted of a crime more than once.
32. RULED
A court's decision on a matter.
33. VERDICT
A decision by a judge or jury in a case.
34. WARRANT
A paper issued by a judge or magistrate authorizing some action such as an arrest or a search of some premises.

VI. SPELLING LIST

Below are several words commonly used in the corrections setting which are frequently misspelled. All spelling words on the Exam will come from this list.

ABRASION	CONTRIBUTING	INVOLUNTARY	SEDATIVE
ACCEPTED	CORONER	KNOWLEDGE	SEGREGATION
ACCESSIBLE	CORPUS DELICTI	LABORATORY	SEPARATE
ACCESSORY	CORROBORATE	LANGUAGE	SERGEANT
ACCIDENTALLY	COUNTERFEIT	LARCENY	STOMACH
ADMINISTRATIVE	CURSORY	LEGITIMATE	SUBDUED
ADMISSION	DECEASED	LIEUTENANT	SUBPOENA
ADULTERY	DECEIVED	LIQUOR	SUICIDE
ADVICE	DEFECTED	MAGAZINE	SUSPECT
ADVISED	DEPOSITION	MAGISTRATE	TRAUMA
AGGRAVATED	DESCRIPTION	MALICIOUS	UNCONSCIOUS
ALCOHOL	DIAGNOSIS	MARIJUANA	URINE
ALIAS	DISAPPEARANCE	MEDICATION	VEHICLE
ALIBI	DISTINGUISHING	MEMORANDUM	VICTIM
ALLEGED	DISTRICT	METROPOLITAN	VIOLATION
ALTERCATION	DISTURBANCE	MISCELLANEOUS	VOMIT
ANALYSIS	DRUNKEN	NARCOTICS	WAIVE
ANALYZED	EIGHTH	NAUSEA	WITNESSED
ANONYMOUS	ELIGIBLE	NAUSEOUS	
APPARATUS	EMBARRASSED	NUMEROUS	
APPARENTLY	EMBEZZLEMENT	OBSCENE	
ARGUMENTATIVE	EMPLOYEE	OCCASIONALLY	
ARSON	EXAGGERATED	OCCURRENCE	
ASSAULT	EXAMINED	OFFENSE	
ATTEMPTED	EXTORTION	OPIUM	
ATTENDANT	FACILITY	ORGANIZED	
AUTOPSY	FATAL	PAROLE	
BARBITURATE	FECES	PARTICIPATED	
BATTERY	FOREIGN	PERMISSIBLE	
BELIEVED	FORFEIT	PHYSICAL	
BOISTEROUS	FORGER	PLAINTIFF	
BREATHALYZER	FREQUENCY	POSSESSION	
BRUISED	GRIEVANCE	PREGNANT	
BUREAU	HEMORRHAGE	PRESCRIPTION	
BURGLARY	HEROIN	PRIMA FACIE	
BUSINESS	HOMICIDE	PROBATION	
CAFETERIA	HYPODERMIC	PROCEDURE	
CHARACTERISTIC	HYSTERICAL	PSYCHIATRIST	
CIGARETTE	ILLITERATE	PSYCHOLOGIST	
COMBATIVE	INNOCENCE	PURSUED	
COMMISSION	INSUFFICIENT	RESTRAINED	
COMMITTEE	INTERRUPTED	RIGOR MORTIS	
COMPLAINANT	INTOXICATED	ROBBERY	
CONCEALED	INVESTIGATION	SECRETARY	